

Board Meeting

Date of Meeting	Monday 27 February 2017
Paper Title	Matters Arising
Agenda Item	5
Paper Number	BM4-B
Responsible Officer	Robin Ashton, GCRB Executive Director
Status	Disclosable
Action	For Noting

1. Report Purpose

1.1. Update the Board on various issues, including matters arising from previous meetings.

2. Recommendations

2.1. The Board is invited to **note** this paper.

3. Action log

3.1. The detailed action log of items arising from previous meetings is attached as Annex A.

Action Monitoring Log

Meeting of Monday 12 December 2016				
Agenda Item	Action	Date	Owner	Status
6	Circulate the Regional Skills Assessment to members when received.	January 2017	W Odedina	Complete
11	Chair of GCRB will formally request that SFC provide additional resources to the Glasgow College Region for GCRB staffing costs.	December 2017	M Cook	Complete
11	GCRB's internal auditor and lawyer to be contracted to support the transition planning work.	December 2017	R Ashton	Complete
11	GCRB Nominations and Remuneration committee should further develop the GCRB staffing proposals	February 2017	J Russell	Complete
11	Executive Director should present a further update on transition planning progress at the next meeting of the Board	February 2017	R Ashton	On agenda
12	A risk workshop should be convened for 2017	April – June 2017	R Ashton	Dates agreed as part of Internal Audit work
13	Executive Director should write to the Scottish Funding Council to request exemption from undertaking an additional externally facilitated review of board effectiveness.	January 2017	R Ashton	Complete
15	Executive Director should submit the GCRB Financial Memorandum to the SFC for final approval	December 2017	R Ashton	Complete
15	Principal of COGC should send the Executive Director a full list of all outstanding issues relating to the FM	January 2017	P Little	Matter concluded
15	Tripartite meeting should be held between GCRB, COGC and the SFC to discuss COGC's concerns on the FM	January 2017	M Cook	Complete
15	Matters raised by COGC in relation to funding decisions should be addressed at the next meeting between the GCRB Chair, Executive Director and assigned college Chairs and Principals.	February 2017	M Cook	Complete

Meeting of Monday 31 October 2016				
Agenda Item	Action	Date	Owner	Status
10	Board to approve ROA 17/18 numerical targets by December and the wider strategies by January / February 2017 with a view to submission to the SFC in March 2017.	12/12/16 27/02/17	R. Ashton R. Ashton	In progress and on track to meet SFC deadline
12	Risk register to be reviewed and process for adding and consolidating risks to be drawn up for consideration at February 2017 board meeting.	27/02/16	R. Ashton	In progress – Development activity planned for April/May
16	Full report from Glasgow City Council Colleges and Lifelong Learning Commission to be presented when available.	When available	R. Ashton	Report launch due on 27.02.2016

Meeting of Monday 29 August 2016				
Agenda Item	Action	Date	Owner	Status
16	Ensure that necessary cover arrangements be put in place when the current Board Secretary steps down.	05/09/16	R Ashton	Complete

Meeting of Monday 1 June 2015				
Agenda Item	Action	Date	Owner	Status
11	Executive Director to arrange meeting to discuss the proposal for a forum to be established to enable more structured interaction between the GCRB and the relevant trade unions.	October 2016	R Ashton	In progress – Executive Director consulting with all 3 trade unions to discuss draft 17/18 ROA.