

Draft Minute of Board Meeting held on Wednesday 22 March 2017

Present	
Margaret Cook (Chair)	
Alisdair Barron	Irving Hodgson
Paul Buchanan	Carol Kirk
Frank Coton	Maureen McKenna
Amparo Fortuny	David Newall
Lesley Garrick	Jackie Russell (item 7 onwards)
Ian Gilmour	Mike Ward
In Attendance	
Robin Ashton (Executive Director)	
Penny Davis (Board Secretary)	Eleanor Harris (Glasgow Clyde College)
Jim Godfrey (Finance and Resources Director)	Brian Hughes (Glasgow Clyde College)
Wendy Odedina (Executive Assistant)	Alan Inglis (Glasgow Kelvin College)
Janis Carson (City of Glasgow College)	David Walker (Student President GKC)
Apologies	
Clare Ireland	Jim O'Donovan
Caroline MacDonald	Grahame Smith

1. Introduction and Apologies

Paper No: Verbal

1.1 Discussion

The Chair welcomed:

- Jim Godfrey, GCRB Interim Finance and Resources Director;
- Colleagues from Assigned College:
 - Alan Inglis deputising for Alan Sherry, Glasgow Kelvin College;
 - Janis Carson deputising for Paul Little, City of Glasgow College; and
 - Eleanor Harris and Brian Hughes from Glasgow Clyde College.

The Chair noted that Brian will become Acting Principal at Clyde College as of 1 April and is in attendance at the board meeting as part of handover process from Eleanor Harris who is retiring at the end of March.

Apologies were noted for Clare Ireland, Caroline MacDonald, Jim O'Donovan and Grahame Smith.

2. Declarations of Interest

Paper No: Verbal

2.1 Discussion

The Chair reminded members that it is their personal responsibility to indicate to the Chair at any point during the meeting if they have, or may be perceived as having, a conflict of interest under any item on the agenda.

3. Chair's Business

Paper No: Verbal

3.1 Discussion

The Chair noted that further to SFC Board meeting on Friday 16 March, the SFC Board agreed to award GCRB fully-operational fundable body status. This will take effect from 1 April 2017. She thanked everyone who had contributed throughout the process to achieve this significant milestone.

The Chair highlighted the board member vacancy currently being advertised and encouraged members to promote the vacancy within their professional networks.

The Chair noted a that a risk workshop will be held for GCRB members on the morning of **Friday 2 June 2017** explaining that this will be a facilitated workshop to re-cast GCRB risk register. She noted that more information will be sent to members in due course.

The Chair noted the following meetings that she had attended since the last board meeting:

- GCRB Committee Meetings;
- Glasgow Kelvin College Board Meeting;
- Chief Executive, Scottish College for Educational Leadership; and
- Colleges Scotland National Bargaining Meetings

4. Minutes of Board Meetings held on 27 February 2017

Paper No: BM5-A

4.1 Decision

The minute of the meeting held on 27 February 2017 was **agreed** as an accurate record.

The Chair noted that she had sent letters of thanks on behalf of the Board to the two student representatives who had attended the last board meeting.

5. Matters Arising

Paper No: BM5-B

5.1 Decision

The Board **noted** the Matters Arising report.

It was **agreed** that GCRB should continue to liaise with the SFC regarding the timescale for implementation of the new funding methodology and associated transitional funding.

In respect of the Nominations and Remuneration Committee minute, the Chair requested that the Board delegate authority to the Nominations and Remuneration Committee for it to consider and approve the Glasgow Clyde College proposals for the recruitment of the Principal including approving the terms and conditions of appointment. The Board **agreed** to this delegation of authority.

6. Final Regional Outcome Agreement 2017-18

Paper No: BM5-C

6.1 Discussion

The Executive Director provided an overview of the updated Regional Outcome Agreement (ROA).

He noted that the Performance and Resources Committee had considered the ROA, alongside the associated Equality Impact Assessment and also the Access and Inclusion Strategies for each of the assigned colleges. With regard to the Access and Inclusion Strategies, he noted that whilst the three documents differ, the Committee's conclusion was that they provide assurance to GCRB that the SFC guidance is being met in this area.

The Chair of the Performance and Resources Committee commended the Regional Outcome Agreement and supporting documentation to the Board for approval and noted the considerable amount of work undertaken by GCRB management and the assigned colleges.

6.2 Decision

The Board **agreed**:

- to the commitments made within the 2017-18 ROA;
- that GCRB should not provide a breakdown of Extended Learning Support expenditure unless specifically required to do so by the SFC following submission of the draft Glasgow ROA; and
- that the GCRB Executive Director should submit the ROA and supporting documentation to the SFC by March 31, 2017.

7. Assigned College Outcome Agreement Funding 2017-18

Paper No: BM5-D

7.1 Discussion

The Chairs and the senior staff members from each of the assigned colleges declared an interest in this item. The Chair of the Board noted that they would be invited to contribute to the discussion on this matter as representatives of their college, but would not be involved in any decision as per the Board's Regulations.

The Executive Director provided an overview of the process undertaken to develop the funding allocation framework. He noted that this matter was considered by the Performance and Resources Committee and the Committee had agreed the recommendations as set out within the paper.

He noted that the Performance and Resources Committee considered the potential to make more use of future year estimates within funding calculations for 2017-18 as per a proposal from City of Glasgow College. Following consideration of funding approaches, he explained that the Committee agreed that there was not currently sufficient robustness within the funding model and associated regional funding arrangements for greater reliance to be placed on projected data for 2017-18 funding allocations. In terms of future allocations, the Committee recommended that GCRB and the Glasgow colleges should continue to further develop regional funding approaches, including strengthening the alignment of funding to regional strategic goals and outcomes. The Chair of the Performance and Resources Committee confirmed that this was an accurate summary of the Committee's discussions.

The Chair of City of Glasgow College noted that his College's position is that their concerns have not been fully recognised and that the proposed funding allocation framework put them at a disadvantage.

The Executive Director noted that within his paper to the Committee he had outlined the proposal from City of Glasgow College for the Committee's consideration.

The Depute Principal from Glasgow Clyde College agreed that the proposal from City of Glasgow College had been presented to the Performance and Resources Committee, which she had attended, in an open and transparent manner.

The Vice Principal from Glasgow Clyde College confirmed that Clyde College's position is that more time is required to consider the use of forward looking targets due to the level of risk associated and that current data is not sufficiently robust to be used in this way.

The Chair of Glasgow Clyde College noted that there are aspects of the funding model which do not favour Clyde College. However, he trusts the integrity of the GCRB Board, Committees and staff and the College therefore accept the proposed framework.

The Chair of Glasgow Kelvin College noted that Kelvin College also accept that a fair and transparent approach has been undertaken and accept the proposed funding allocation framework.

The Chair of the Performance and Resources Committee confirmed that the Committee were fully aware that a proposal had been made by City of Glasgow College and they had an open discussion on the matter. He noted that in reaching their conclusion, the Committee

noted the concerns raised by City of Glasgow College and agreed that GCRB and college management should continue to further develop regional funding approaches for future allocations, including strengthening the alignment of funding to regional strategic goals and outcomes.

7.2 Decision

The Board **agreed** the recommendations of the GCRB Performance and Resources Committee that:

- in light of the decision not to award the Glasgow College Region full transitional funding, the Glasgow region should not undertake further additional activity in 2016/17 beyond the Credit total of 368,574 specified in the SFC funding announcement;
- 2017-18 teaching and student support grant allocations should be made in line with the principles set out within the funding allocation framework contained within the report, once funding for the Glasgow College Region has been finally confirmed by the SFC;
- GCRB and college management should continue to further develop regional funding approaches for future allocations, including strengthening the alignment of funding to regional strategic goals and outcomes; and
- the GCRB Interim Director of Finance and Resources to work with colleagues from the Glasgow colleges and the SFC to develop 2017-18 capital grant allocation recommendations for consideration at the next meeting of the Performance and Resources Committee, prior to agreement by the GCRB Board.

8. Transition to fully-operational Fundable Body Status

Paper No: Verbal

8.1 Discussion

The Executive Director provided a verbal update on the transition to fully-operational Fundable Body Status noting that work is still to be undertaken regarding regional staffing needs and the implementation of the new financial procedures and associated monitoring and reporting structures.

He noted that his intention is to have the Strategic Plan, Strategic Memorandum and Risk Register agreed by August, to be implemented within the new academic session.

8.2 Decision

The Board **noted** the verbal update report.

It was **agreed** that the Executive Director should prepare a report for the next meeting of the Board on this matter.

9. Board Development Plan

Paper No: BM5-E

9.1 Discussion

The Board Secretary presented the Board Development Plan which she noted required to be agreed by the Board and submitted to the SFC by 31 March 2017. She noted that an action plan will be developed to sit alongside the plan and will be monitored by the Nominations and Remuneration Committee.

9.2 Decision

The Board **agreed** the objectives and approaches set out in the Board Development plan, for submission to the Scottish Funding Council by 31 March 2017 and publication on the GCRB website.

10. Board Long Term Agenda

Paper No: BM5-F

10.1 Decision

It was agreed to add the following items to the long term agenda:

- Annual Operating Plan (May 2017);
- Strategic Plan (May 2017);
- Fully-Operational Fundable Body status update (May 2017);
- Reporting requirements (P&R Committee in first instance);
- More Learning and Teaching focussed agenda items;
- Items to strengthen understanding of college business;
- Funding Model presentation;
- Presentations in areas that require development as well as success stories.

11. Reports from Committees

Paper No: BM5-G

11.1 Decision

The Board **noted** the minute of the Audit Committee on 20 February 2017.

12. Date of Next Meeting

Paper No: Verbal

12.1 Decision

The date of the next meeting was **agreed** as Monday 22 May at 1300hrs.

13. Note of thanks

13.1 Decision

The Chair, on behalf of the Board, wished to put on record their thanks to Eleanor Harris for her contribution to the Glasgow College region.