

**Draft Minute of the Performance and Resources Committee held on Wednesday 5 June 2019**

<b>Present</b>	
Caroline MacDonald (Chair)	Charlie Montgomery
Paul Buchanan	Moira Connolly
<b>In Attendance</b>	
Robin Ashton (Executive Director)	Sheila Lodge, Depute Principal, CoGC
Penny Davis (Board Secretary)	Janet Thompson, VP Finance and Estates, GCC
Jim Godfrey (Finance and Resources Director)	John Laird, VP Learning and Teaching, GKC
Janie McCusker (Chair of the Board)	Natalie Webster (Executive Assistant)
<b>Apologies</b>	
Paul Little	Alan Sherry
Shaun McLaughlin	Jon Vincent
Alastair Milloy	

**1. Introduction and Welcome**

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Paper Number: Verbal

**1.1 Discussion**

The Chair welcomed all members to the meeting.

**2. Apologies**

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Paper Number: Verbal

**2.1 Decision**

Apologies were noted for Shaun McLaughlin, Alastair Milloy, Paul Little, Jon Vincent and Alan Sherry.

**3. Declarations of Interest**

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Paper Number: Verbal

**3.1 Decision**

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.

#### 4. Chair's Business

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Paper Number: Verbal

##### 4.1 Decision

None to note.

#### 5. Minute of the Committee Meeting held on 14 March 2019

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Paper Number: PRC4-A

##### 5.1 Decision

The minute of the meeting held on 14 March 2019 was **agreed** as an accurate record.

In relation to matters arising from the minute, the Executive Director indicated that he had been provided the correspondence between the colleges and the SFC and that this was very helpful. He also highlighted that, whilst GCRB was not involved in the agreement to allocate national bargaining funding in 2019-20, GCRB was involved in national discussions on regional funding for 2020-21.

#### 6. 2018-19 Regional Outcome Agreement: Progress Report

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Paper Number: PRC4-B

##### 6.1 Discussion

The Executive Director presented the paper and highlighted the evidence of good progress towards Regional Outcome Agreement targets. He indicated that in terms of 'one plus' delivery, the Glasgow College Region was very close to the threshold set by the SFC and that as a result GCRB are in discussions with the SFC and the colleges to mitigate any risks related to this for 2019-20.

In the context of the Credit report, the Committee discussed potential future development and collaboration opportunities, and the importance of supporting social and community development.

##### 6.2 Decision

The Committee **discussed** and **noted** the contents of the progress report.

#### 7. 2018-19 Regional Outcome Agreement

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Paper Number: PRC4-C

##### 7.1 Discussion

The Executive Director provided an overview of the report noting that the document is currently with the SFC and no significant further changes are expected. He highlighted the

inclusion of childcare and economic sector targets and additional narrative on cross-cutting themes.

Members discussed the importance of collaborative projects and enquired as to the process for presenting future collaborative ideas. It was noted that there was currently no formal process in place and it would be prudent to develop arrangements to encourage more ideas for future collaborations and projects.

Members of the Committee discussed colleges embarking on individual projects, and recognised that whilst a range of activity sat outwith ROA, that overall accountability existed at regional level.

## 7.2 Decision

The Committee **noted** the final announcement by the SFC of Credit targets for the Glasgow College Region and that the revised Credit targets for the Glasgow colleges remain broadly as agreed by the GCBR Board at its March 25 meeting.

The Committee **noted** the economic sector and childcare activity Credit targets within the report.

The Committee **noted** the final 2019-20 Glasgow Regional Outcome agreement, which includes the agreed Regional Programme of action and additional content required to meet SFC requirements.

The Committee **noted** the attached exemplar project specification for a collaborative regional activity committed to within the Regional Programme of Action for 2019-20.

## 8. Regional Retention and Attainment Group

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Paper Number: PRC4-D

### 8.1 Discussion

The Executive Director presented the report highlighting the regional actions to improve retention and attainment in Sports provision. The Committee commended the work and the collaborative approach to improving student outcomes.

### 8.2 Decision

The Committee **noted** the work being completed at a regional level to support retention and attainment.

## 9. SFC Articulation Report

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Paper Number: PRC4-E

### 9.1 Discussion

The Executive Director presented the paper on articulation noting it is helpful to receive better quality information on articulation at both regional and national levels. The

committee discussed the report and the potential for the articulation database to be used in the future to allow colleges to better understand articulation figures and improve upon them.

## 9.2 Decision

The Committee **noted** the SFC report on articulation in 2017-18 from Scottish Colleges to Scottish Universities.

## 10.a Flexible Workforce Development Fund

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Paper Number: PRC4-F

### 10.1 Discussion

The Finance and Resources Director presented the paper and noted that two of the colleges had fully committed their Flexible Workforce Development Funds and the third was close to doing so. The Chair took the opportunity to congratulate the colleges on their excellent work.

### 11.2 Decision

The Committee **noted** the value of the FWD training agreed for 2018-19 and the value of the training contracted in 2017-18 for delivery in 2018-19.

The Committee **noted** that all three Glasgow Colleges will meet their FWD targets in 2018-19.

The Committee **noted** that discussions are underway with over 90 companies regarding the remaining £0.45m available for training in 2018-19.

## 10.b Capital Funding

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Paper Number: PRC4-G

### 10.3 Discussion

The Finance and Resources Director presented the report and updated the Committee on high priority capital projects. The Committee was made aware that the majority of proceeds from the sale of North Hanover Street had been reallocated as per the SFC agreement.

The Finance Director informed the Committee that the region would potentially receive some limited strategic funds from SFC for estates development but that this was not yet confirmed.

### 10.4 Decision

The Committee **noted** the progress made on capital projects 2018-19 and the disposal of the former college building at North Hanover Street.

## 10.c GCRB Running Costs

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Paper Number: PRC4-H

### 10.5 Discussion

The Finance and Resources Director updated the Committee on the GCRB running costs.

### 10.6 Decision

The Committee **noted** the running costs for GCRB.

## 10.d Financial Monitoring Arrangements

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Paper Number: PRC4-I

### 10.7 Discussion

The Finance and Resources Director presented the report.

The Committee enquired as to the accountability of GCRB with respect to cash flow that is independent of monies allocated by GCRB. The Finance and Resources Director informed the Committee that the Executive Director is the overall accountable officer. The GCRB Chair highlighted that the Board had confidence in the Colleges but suggested it might be something that ought to be added to the Risk Register. The Committee agreed to take the matter to the Audit Committee and subsequently report back to the Board.

### 10.8 Decision

The Committee **noted** the financial monitoring activity undertaken in the last three months.

The Committee **agreed** to discuss additions to the Risk Register at the next meeting of the GCRB Audit committee.

## 10.e Glasgow Region – Mid-year Forecast Return

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Paper Number: PRC4-J

### 10.9 Discussion

The Finance and Resources Director presented the report highlighting the short term position was positive and reminding the Committee that the SFC will soon call for the longer term Financial Forecast Return.

### 10.10 Decision

The Committee **noted** the mid-year forecast return.

## 11.a Final Funding allocation

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Paper Number: PRC4-K

### 11.1 Discussion

The Finance and Resources Director presented the report.

Members discussed that, with ever increasing costs, it would become more challenging in the long term to manage resources. The Committee considered the respective roles of GCRB and College Boards of management with respect to responsibility for ensuring financial sustainability.

The Finance and Resources Director highlighted to the Committee that the Colleges would soon submit their financial forecasts and the Committee agreed that it would be helpful to receive presentations from the Colleges on these returns at the next Committee meeting.

### 11.2 Decision

The Committee **noted** the financial funding allocations for 2019-20 issued by the SFC and **agreed** to recommend to the Board, subject to any amendment, the final Regional Funding Allocations for 2019-20.

The Committee **agreed** that the Colleges would be asked to present their financial forecasts at the next P&R Committee meeting.

## 11.b Capital Funding

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Paper Number: PRC4-L

### 11.3 Discussion

The Finance and Resources Director presented the report noting a slight change in the final allocation. The Executive Director highlighted the change in funding guidance which requires SFC approval to utilise capital funds for projects not included within the national conditions survey.

The Finance and Resources Director suggested the next meeting of the Committee take place at Cardonald Campus to allow the Committee to see the capital improvements that have been made.

The City of Glasgow College representative indicated their aspiration to re-use the Charles Oakley building. The Executive Director reiterated the position of GCRB that any proposal must be submitted and discussed at a regional level and that SFC permission would be required.

### 11.4 Decision

The Committee **noted** the final Funding Allocations for 2019-20 issued by the SFC together with the revised guidance for capital expenditure, **requested** that the Executive Director liaise with the respective Principals to ensure that the college proposals for 2019-20 comply with the revised SFC guidance and **agreed** to recommend to the Board, subject to any amendment, the final Regional Funding Allocations for 2019-20.

### **11.c GCRB Budget**

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Paper Number: PRC4-M

#### **11.5 Discussion**

The Finance and Resources Director provided an overview of the report.

#### **11.6 Decision**

The Committee **agreed** to recommend the Board approve the forecast of GCRB income and expenditure 2019-20.

### **12. Long Term Agenda**

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Paper Number: PRC4-N

#### **12.1 Discussion**

The Executive Director presented the long term agenda and agreed that an item would be required for estates in 2019-20.

#### **12.2 Decision**

The Committee **approved** the Long Term Agenda.

### **13. Date of Next Meeting**

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Paper Number: Verbal

**13.1** The date of the next meeting was agreed as Wednesday 2 October 2019.