

**Draft Minute of the Performance and Resources Committee held on Wednesday 14
December 2022**

Present	
Moira Connolly (Chair)	Sakshi Sircar
Emma Leslie	Paul Smart
In Attendance	
Martin Boyle (Executive Director)	Sue Roberts (Project Manager E&S)
Penny Davis (Board Secretary)	Derek Smeall (Principal, GKC)
Jim Godfrey (Finance and Resources Director)	Janet Thompson (Vice Principal, Clyde)
Janie McCusker (Board Chair)	Stuart Thompson (Vice Principal, CoGC)
Wendy Odedina (Executive Assistant)	Anwulika Umeh (Co-opted Member)
Apologies	
Dave Brown	Paul Little (Principal, City of Glasgow College)
Sheila Meikle	Jon Vincent (Principal, Glasgow Clyde College)

1. Introduction and Welcome

Paper Number: Verbal

1.1 Discussion

The Chair welcomed members and attendees to the meeting. She welcomed Penny Davis back as Board Secretary and wished to put on record the Committee's thanks to Marianne Philp for fulfilling this role in an interim capacity.

2. Apologies

Paper Number: Verbal

2.1 Decision

Apologies were received for Dave Brown, Sheila Meikle, Jon Vincent and Paul Little.

3. Declarations of Interest

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

Paper Number: Verbal

4.1 Discussion

The Chair noted that she had attended the October board meeting, had held committee induction meetings with new members and had met with the Board Chair and Executive Director.

5. Minutes of the Committee Meeting held on 29 September 2022

Paper Number: PRC2-A

5.1 Decision

The minute of the Committee meeting held on 29 September 2022 was **agreed** as an accurate record.

The Chair wished to put on record her thanks to Dave Brown for chairing the meeting in her absence.

6. Decision via Scheme of Delegation

Paper Number: PRC2-B

6.1 Decision

The Committee **noted** for the record the decision taken by the Executive Director regarding the allocation of £84,500 in respect of free period products for 2022-23.

7. Regional Outcome Evaluation 2021-22

Paper Number: PRC2-C

7.1 Discussion

The Executive Director presented the paper on the evaluation of the regional outcome agreement for session 2021-22, as submitted to SFC. He noted that the document covers the period of time moving through lockdown and into the re-opening of college campuses, alongside intervention funding coming throughout the time period. He stated that the document seeks to cover the successes whilst recognising the complexity of delivery which has affected some of the statistics.

Members discussed student satisfaction rates and lessons that could be learned across the region to increase response rates. They discussed ESF and the continued implementation of the advantages of digital learning and teaching.

7.2 Decision

The Committee **endorsed** the completed version of the Glasgow Region Outcome Agreement 2021-2022 Evaluation, and noted that final feedback will be provided by SFC in early 2023.

The Committee **noted** that they would be keen for digital learning and teaching and lessons learned from the pandemic to remain a priority for the GCG Learning and Teaching group.

8. Outcome Agreement 2022-23

Paper Number: PRC2-D

8.1 Discussion

The Executive Director presented the Outcome Agreement for 2022-23, as submitted to the SFC. He noted that members have seen earlier drafts of this document which they are receiving now for final endorsement, further to the receipt of long awaited guidance from the SFC.

He noted that the document continues to meet the current SFC format and that 23-24 is likely to be a similar request. He noted that SFC have indicated that session 24-25 would be the anticipated start point for the new impact framework.

The Committee discussed their desire for the Glasgow region to help shape the new framework aligning with the Scottish Government purpose and principles agenda.

8.2 Decision

The Committee **endorsed** the completed Glasgow Region Outcome Agreement 2022-2023, which has been submitted to SFC and shared with the Glasgow region colleges, and **noted** that final feedback will be provided by SFC in early 2023.

9. Outcome Agreement 2022-23 Progress Update

Paper Number: PRC2-E

9.1 Discussion

The Executive Director presented an overview of the paper noting that emerging data suggests that targets are broadly on track at this early stage.

9.2 Decision

The Committee **noted** the information contained in the report and that subsequent updates will be provided as data becomes available.

10. Programme of Action Update

Paper Number: PRC2-F

10.1 Discussion

The Executive Director presented the paper which he noted provides an evaluation of 21-22 activity, updates on 22-23 activity, and forward planning for 23-24.

The Executive Director invited the Project Manager for Environment and Sustainability to speak to her work as an example of activity under the Programme of Action.

The Project Manager spoke to successes of 21-22 including the establishment of the regional working group who helped to develop and shape the agreed regional strategy for environment and sustainability. In 22-23, she noted that work is underway in a variety of areas including regional curriculum exchanges, increased engagement with learning and teaching, supporting staff development, conducting regional surveys for staff and students, supporting behaviour change on campus and a circular economy event.

The Executive Director spoke to the next part of the paper with regards to a recommended future indicative approach for 2023 and beyond. He highlighted the suggested projects to support strategic oversight and some medium to long term planning activities including a curriculum review, estates and infrastructure review, mental health and working effectively with partners to support economic regeneration.

Committee members recognised that the future programme of work is exactly where GCRB as the regional strategic body should be focussed, noting that a coherent approach is necessary to address current challenges. They discussed mapping to the Scottish Government purpose and principles, identifying resources, being clear of the role of the board in governance terms and also how individual board members can serve as champions of specific projects.

College representatives stressed the highly challenging financial environment that they are operating within and the need to balance strategy and ambition against this. It was discussed that this paper is the beginning of a discussion and that it will be for the Board to consider its indicative funding in March and decide upon its priorities.

Committee members noted that there is an imperative to use collaboration to address immediate and future challenges and that the proposed projects are essential in order to achieve this.

10.2 Decision

The Committee **noted** the update in relation to the 2021-22, and planning of future Programme of Action activity, and **agreed** to recommend the indicative future approach for consideration by the GCRB Board.

11. Skills Review Response

Paper Number: PRC2-G

11.1 Discussion

The Executive Director presented the paper with a proposed response to the Scottish Government skills review consultation document.

11.2 Decision

The Committee **endorsed** the proposed GCRB submission to this national review.

12. Capital Funding 2022-23 Progress Report

Paper Number: PRC2-H

12.1 Discussion

The Finance and Resources Director presented the paper noting that Glasgow Kelvin College are on track with their projects however delays remain at Glasgow Clyde College.

The Vice Principal from Glasgow Clyde College spoke to the issues at Glasgow Clyde College noting issues with delays from previous work. She also noted an emerging issue of real concern at the Anniesland Campus with the building cladding and windows.

The Vice Principal from City of Glasgow College spoke to the issues at City of Glasgow College in replacing equipment.

The Committee discussed the link to the previous paper in the proposed work around estates and infrastructure and the need for a strategic overview.

12.2 Decision

The Committee **noted** the progress made by the colleges in respect of the capital projects in the financial year ending 31 March 2023.

The Board Chair left the meeting at this stage.

13. FWDF 2022-23 Progress Report

Paper Number: PRC2-I

13.1 Discussion

The Finance and Resources Director presented the paper noting that no FWDF allocation has been received for this year which means that no new activity is actively being commissioned and there has also been no reconciliation as in previous years. He stressed the risk to regional funding in this regard.

13.2 Decisions

The Committee **noted**:

- The Glasgow colleges are continuing to deliver FWDF activity, that was previously contracted but incomplete at 31 July 2022.
- The SFC has not yet completed the reconciliation of FWDF activity at 31 July 2022.
- Funding for FWDF from 1 August 2022 has yet to be confirmed, which is a cause for concern.

14. GCRB Running Costs 2022-23

Paper Number: PRC2-J

14.1 Discussion

The Finance and Resources Director presented the standard update report.

14.2 Decisions

The Committee **noted** the actual outturn compared with budget for 2022-23.

College Representatives left the meeting at this stage.

15. P&R Committee Annual Report

Paper Number: PRC2-K

15.1 Discussion

The Board Secretary presented the paper which asks members to review the previous year and consider priorities for the future.

Members raising points to include for the future around the skills review, mental health, and the SG priorities and principles agenda.

15.2 Decision

The Committee:

- **considered** and **agreed** the content of the summary report on its activity during the past year;
- **agreed** its priorities for the coming year;
- **agreed to report** to the January 2023 meeting of the Board on activity during the past year and priorities for the year ahead.

16. Annual Review of Committee Effectiveness and TOR

Paper Number: PRC2-L

16.1 Discussion

The Board Secretary introduced the paper asking the committee to review its own performance against its terms of reference, and conduct an annual review of the terms of reference.

The Committee discussed the need to be clear on the role of everyone who attends meetings, and the possibility of establishing protocols.

16.2 Decision

The Committee **considered** its performance and **agreed** that no changes are required to the Committee Terms of Reference.

The Committee **agreed** to have a longer discussion to review its practice to ensure it is fit for purpose, and to invite the Chair of the Board to attend this meeting.

17. Long Term Agenda

Paper Number: PRC2-M

17.1 Decision

The Committee **agreed** the long term agenda.

18. Review of Disclosable Status

Paper Number: Verbal

18.1 Decision

The Board Secretary confirmed that the paper on the Programme of Action is non-disclosable.

19. Date of Next Meeting

Paper Number: Verbal

19.1 Decision

The date of the next meeting was **agreed** as 15 March 2023.