

Glasgow Kelvin College
Board of Management
Finance and Resources Committee
Agenda

Agenda for the meeting scheduled to be held at 5pm on Tuesday 30 September 2025 in Boardroom at the Springburn Campus (Room 129a and 129b)

1. Sederunt
2. Apologies
3. Terms of Reference
[Finance & Resources Terms of Reference](#)
4. Declarations of Interest and Connection
 - a) Interestⁱ¹
 - b) Connection²
5. Minute of the Previous Meeting held on 27 May 2025 (*For Approval*)
(*copy attached*)
6.
 - a) Matters Arising from the Previous Meeting held on 27 May 2025
 - b) Action Log (*For Noting*)
 - i) Finance and Resources Committee Action Log as at September 2025
(*copy attached*)
- Items for Approval/Endorsement**
7. Finance Report – NOT IN THE PUBLIC DOMAIN (*For Noting and Approval*)
Report by Vice Principal Operations and Head of Finance
(*copy attached*)
8. Restated Financial Forecast Return & Revised Five Year College Budgets – NOT IN THE PUBLIC DOMAIN (*For Noting and Approval*)
Report by Vice Principal Operations and Head of Finance
(*copy attached*)

¹ An interest is a connection that requires to be declared where the objective test is met. A declaration of interest should be noted as early as possible, and the Board member asked to leave the meeting when the agenda item is being discharged.

² A connection is any link between the matter being considered and the Board member, or a person or body that the Board member is associated with. This could be a family relationship or a social or professional contact.

9. **Fixed Asset Disposal / Write-Off**
Report by Director of Estates and Corporate Services and Director of Digital and Information Services
(copy attached)
10. **Review of Policies and Procedures**
 - a) **Attendance Management and Support Policy and Procedure**
 - b) **Alcohol, Drugs and Substance Misuse Policy****Report by Director of People and Culture**
(copies attached)
11. **Items for Discussion and Noting**
People and Culture Services Update
Report by Director of People and Culture
(copy attached)
12. **Annual Staff Attendance Report for 01 August 2024 to 31 July 2025**
Report by Director of People and Culture
(copy attached)
13. **Estates and Capital Update Report** (including Capital Planning/Expenditure for 2025/26, Cleaning Tender Award, College Vehicles, Fire Risk Assessment - External Walls – Astute, Fire Risk Assessment – Update, Fire Compartmentation Survey and Fire Door Survey, Fire Raising/Liaison with Scottish Fire and Rescue Service, SFC - College Emergency Capital Maintenance Funding FY 2025-26 - Stage One, College Infrastructure Investment Plan: Progress Report, Scottish Funding Council - College Infrastructure Strategy - Infrastructure Delivery Group, Security, Glasgow Kelvin Building - Reinstatement Cost Assessments, Hydepark Residents - Further Update on Springburn Land Matter, Estates Works)
Report by Director of Estates and Corporate Services
(copy attached)
14. **Environmental and Sustainability Update** (including Engagement with Sustainability, Engagement with the Sector, Funding Updates, Sustainability Awards Recognition, EAUC Learning for Sustainability Pilot Programme, Biodiversity Action Plan Draft, Nature Friendly Grounds Pilot Programme, Energy Efficiency and Building Management System Optimisation, Scottish Sustainable Network 2023-24 – Public Bodies Climate Change Duties Report - Analysis Report, Educational Standards Scotland)
Report by Director of Estates and Corporate Services and Head of Facilities and Environmental Sustainability and Environmental Sustainability Manager
(copy attached)
15. **Annual Health and Safety Report 2024/25**
Report by Health and Safety Manager
(copy to follow)
16. **Health and Safety Update**
Report by Health and Safety Manager
(copy attached)
17. **Best Value Report**
Report by Vice Principal Operations
(copy attached)

Items for Information

18. [Audit Scotland Technical Bulletin 2025/2](#)
 19. [The Gillies Report - Investigation into Financial Oversight and Decision Making at the University of Dundee](#)
 20. **Approved Minutes**
 - a) [Health Safety Minute - 30 April 2025.pdf](#)
 - b) [Risk Management Committee - 22 April 2025.pdf](#)
 21. [Correspondence from the Cabinet Secretary for Net Zero and Energy - Gillian Martin - June 25.pdf](#)
 22. **Impact and Consequences**
 - Students
 - Risk and Assurance
 - Equality
 - Data Protection
 - Environmental and Sustainability
 23. **Date of Next Meeting**

25 November 2025, via MS Teams
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