

Glasgow Kelvin College

Board of Management

Agenda

Agenda for the meeting scheduled to be held in the Boardroom (129a/b) in the Springburn Campus at 4.30pm on Wednesday, 10 December 2025

NB: Starred items (marked with *) are presented for information only and will be taken as read unless a board member indicates otherwise prior to the meeting.

- 1. Sederunt**
- 2. Apologies**
- 3. Declarations of Interest**
 - a) Interest¹**
 - b) Connection²**
- 4. Welcome**
Chair of Board of Management
- 5. Kelvin College Values and Behaviours (For Approval) (20 mins)**
Report by Director of People and Culture
(copy attached)
- 6. *Minute of the Previous Meeting held on 8 October 2025 (For Approval)**
(copy attached)
- 7. a) Matters Arising from the Previous Meeting held on 8 October 2025**
b) *Matters Arising / Action List (For Noting)
 - i) Board of Management Action Log as at December 2025**
(copy attached)
- 8. Standing Items**
 - a) *Chair's Report (For Information) (5 mins)**
Report by Chair
(copy attached)
 - b) *Principal's Update Report (For Information) (5 mins)**
Report by Principal
(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.

- c) **Students Association Priorities Update and Constitution** (*For Discussion and Approval*) (15 mins)
Report by Student Association Presidents
(*copy attached*)
 - d) ***Performance Report** (*For Information*) - **NOT IN THE PUBLIC DOMAIN**
Report by Principal and Vice Principal Curriculum and Quality Enhancement and Director of Digital Services
(*copy attached*)
- 9. ***Draft Standing Committee Minutes** (*For Information*) – **NOT IN THE PUBLIC DOMAIN**
 - a) **Draft Learning and Teaching Committee – 19 November 2025**
 - b) **Draft Audit and Risk Committee – 25 November 2025**
 - c) **Draft Joint Audit & Risk and Finance & Resources Committee – 25 November 2025**
 - d) **Draft Finance and Resources Committee – 25 November 2025**
(*copies attached*)
 - e) **Remuneration Committee Update - 10 December 2025** (5 mins)
(*verbal*)
- Items for Approval / Endorsement**
- 10. **Annual Report and Financial Statements – CONFIDENTIAL - NOT IN THE PUBLIC DOMAIN** (20 mins)
 - a) **Annual Report and Financial Statements – Year Ended 31 July 2025**
Report by Principal, Vice Principal Operations and Head of Finance
 - b) **External Audit Annual Report to the Board of Management 2024/25**
Report by External Auditor
 - c) **Annual Audit and Risk Committee Report - Financial Year 2024/25**
Report by Chair of the Audit and Risk Committee
 - d) ***Letter of Representation for External Auditors**
(*copies attached*)
- 11. **Voluntary Severance Scheme 2026 and 2027 – NOT IN THE PUBLIC DOMAIN** (5 mins)
Report by Vice Principal Operations and Director of People and Culture
(*copy attached*)
- BREAK**
- 12. **Workforce 2030 – Phase 1 – NOT IN THE PUBLIC DOMAIN** (30 mins)
Report by Principal
(*copy attached*)
- 13. **Update on Cladding Panels – Springburn Campus - STRICTLY CONFIDENTIAL NOT IN THE PUBLIC DOMAIN** (10 mins)
Report by Vice Principal Operations and Director of Estates and Corporate Services
(*copy attached*)

14. **Risk Management Update and College Risk Register (10 mins)**
Report by Vice Principal Operations and Director of Estates and Corporate Services
(copy attached)
15. **Policies, Procedures and Frameworks**
 - a) ***Recruitment and Selection Policy**
Report by Director of People and Culture
(copy attached)
 - b) ***Anti-Fraud and Anti-Corruption Policy**
***Gifts and Hospitality Policy**
***Public Interest Disclosure (Whistleblowing) Statement of College Policy**
Information and Security Framework (5 mins)
Report by Director of Estates and Corporate Services
(copies attached)
- Items for Discussion and Noting**
16. **Quarter 1 Forecast and Management Accounts to 31 October 2025 – NOT IN THE PUBLIC DOMAIN (10 mins)**
Report by Vice Principal Operations and Head of Finance
(copy attached)
17. **Governance Action Plan – Update (5 mins)**
Report by Secretary to the Board of Management and Director of Estates and Corporate Services
(copy attached)
18. ***Scottish Funding Council Outcomes Framework and Assurance Model Guidance for Institutions**
Report by Principal, Vice Principal Curriculum and Vice Principal Operations
(copy attached)
- Items for Information**
19. **Code of Good Governance - Annual Review Update (5 mins)**
Report by Secretary to the Board and Director of Estates and Corporate Services
(copy attached)
- *Policies approved by Finance & Resources Committee and Audit and Risk Committee held on 25 November 2024 (For Information)**
20.
 - a) **Anti-Bribery Policy Statement**
 - b) **Fee Policy 2026/27***(copies attached)*
21. **Impact and Consequences**
 - **Students**
 - **Risk and Assurance**
 - **Equality**
 - **Data Protection**
 - **Environmental and Sustainability**

22. Closure

23. Date of Next Meeting

Wednesday 18 March 2026, at 4pm, Boardroom in the Springburn Campus

24. Dates for the Diary

- **10 February 2026, 4-5pm - Online, Board Development Session on Cyber Security, facilitated by JISC**