



Glasgow Kelvin College

Board of Management

Minute

**Minute for the Board of Management meeting held on Monday, 13 June 2022 at 5pm,
Springburn Campus, Room WG1/2**

1. Sederunt

Ian Patrick, Chair;
Derek Smeall, Principal;
Laura Birch;
Stephen Birrell;
Dermot Grenham;
Deborah Thomson;
Fiona Taylor, Support Staff Member;
Colm Breathnach, Teaching Staff Member; and
Lauren McLaren, Student Association Member.

In attendance:

Linda Ellison – Secretary to the Board of Management;
Robin Ashton, Vice Principal – Curriculum and Quality Enhancement
Carol Goodwin, EIS – In attendance;
Jeanette Evans, Vice Principal – Operations;
Lisa Clark, Director of Corporate Services;
Doreen Shiels, Director of Human Resources;
Jason Quinn, Director of Digital Services;
Alan Carr, Head of Finance; and
Annette McKenna (*for recording purposes*).

2. Apologies

Rob Doyle, Vice Chair;
Dr Elaine Clafferty;
Heather McNeil;
John Hogg;
Michael O'Donnell;
Dr Marion Allison; and
James McGunnigle, Student Association Member

The Chair welcomed John McBride to the Board meeting and informed members that he was attending as an observer and would take up his role as Board member on 1 August 2022.

3. Declarations of Interest

There were no declarations of interest noted. The Chair reminded members that they could declare an interest at any point during the meeting.

4. Minute of the Previous Meeting held on 14 March 2022

Members accepted the minute as an accurate record of the business conducted at the meeting held on 14 March 2022.

5. a) Matters Arising from the Previous Meeting held on 14 March 2022

There were no matters arising from the previous meeting.

b) Matters Arising /Action List

i) Board of management Action Log as at June 2022

The Chair of the Board took members through the content of the Action Log and members agreed to remove the items highlighted in green.

The Secretary to the Board of Management provided members with an overview of the reappointment of the Chair. She highlighted that a report on the reappointment had been considered at the GCRB Nominations and Remuneration Committee held on 29 April 2022 and had been attended by J Hogg, Senior Independent Member. She added that approval on the reappointment of the Chair and the two new Board members is expected after the GCRB June Board meeting.

ii) Board of Management and Standing Committee Action Log

Members of the Board of Management noted the content of the Action Log.

6. a) Chair's Report

The Chair of the Board provided members with the background to the visit by Jamie Hepburn, Minister for Higher Education and Further Education, Youth Employment and Training to the College on 13 June 2022. He added that he had been taken on a tour of the engineering facilities and met the students. In addition, he met community representatives including parents who use the Springburn Community Hub located in the Springburn Campus. He noted that both sessions had gone well. He added that the Minister had met with him, the Principal and Bob Doris, MSP, after the tour and he provided members with an overview of the discussions held. He was heartened that the Minister had stayed longer than had been anticipated to continue discussions.

I Patrick noted that the rededication of the Innovation Lab at the Springburn Campus, in memory of Anne Porter, had taken place on 16 March 2022 and that Anne's family had appreciated the honour and occasion organised of the College.

He provided a summary of recent meetings attended and added that he had nearly completed all annual one to one meetings with Board members.

He noted that he had been involved in the recent round of Board recruitment and that L McLaren had attended and added it was good to have a student involved in the process.

b) Principal's Update Report

The Principal spoke to the content of the report, which detailed a summary of key activities, meetings and events attended since the last meeting of the Board of Management and highlighted:

- management of Covid-19 – going forward this will only be reported to the Board of Management if required;
- the next evolution of the College Transformation & Renewal Plan – the Scottish Government had published its next five-year high level spending review, this represents a flat cash settlement, placing the College again in a reducing situation. He added that the Transformation and Renewal Consultative

Committee (TRCC) had worked well and would continue to meet fortnightly. He noted that a College Operating Plan would be produced over the summer and brought to the Board of Management meeting being held in October 2022;

- Education Scotland Visit – feedback from the visit was positive. A report would be presented by HMI Iain Beach, to the Board of Management meeting being held in August 2022;
- EIS/FELA industrial action – provided feedback provided on the latest developments since writing the report. Colleges Employers Scotland (CES) had made an offer that EIS/FELA had taken to their members for ballot, this closed today, 13 June 2022. C Breathnach confirmed that the ballot results confirmed that members had accepted the pay award. The Principal added that emergency actions had been put in place by the College as there was only a two week window to get students courses completed; overtime available for essential areas to support the students.

Members of the Board of Management agreed to note the content of the report.

c) Student Association Update

The Student Association spoke to the content of the report that sought to provide members with an update on the Student Association (SA) activities since the last Board of Management meeting.

L McLaren informed members that she and J McGunnigle were currently working on a handover with the two new SA Presidents and are involved in meetings to arrange the welcome back events and Freshers week for the new student cohort for session 2022/23.

She highlighted that the College had come second in the student regional football tournament supported by Glasgow Colleges Regional Board.

The Chair thanked L McLaren for presenting her report. He thanked her on behalf of the Board for representing the students at both a college and regional level and reminded members she had also been a Board member of the GCRB. He added that he was impressed by her positivity and thanked her for her contribution to the Board over the past two years. He wished her all the best in her future and members echoed the comments made by the Chair.

In addition, the Chair thanked J McGunnigle for his contribution to the Board in academic year 2021/22 and for representing the College students. He noted that it was unfortunate that he had not been successful in the recent SA elections. He informed members that J McGunnigle intended to continue to contribute to the SA as a volunteer next academic year.

Members of the Board of Management agreed to note the content of the report.

7. Draft Standing Committee Minutes

a) Draft Executive Committee Minute – 28 April 2022

The Chair noted that the Executive Committee had met to approve the College draft response, including Board members comments, to *Colleges Scotland Strategic Framework – Consultation*. He added that the response had been submitted and a link to this document was included in the Principal's Update report at item 6b on the agenda.

Members of the Board of Management noted the content of the draft minute provided for their information.

b) Draft Learning and Teaching Committee Minute – 4 May 2022

The Vice Principal Curriculum and Quality Enhancement spoke to the content of the draft minute. He highlighted the discussions held on curriculum delivery and the impact of industrial action. He noted the potential clawback if the College does not meet its credit activity and the new approach the College has taken in regard to recruitment.

Members of the Board of Management noted the content of the draft minute provided for their information.

c) Draft Finance and Resources Committee Minute – 10 May 2022

The Chair of the Finance and Resources Committee spoke to the content of the draft minute. She highlighted the comprehensive discussions held at the meeting in regard to the three-year budget report that was endorsed by members. She added that a discussion was also held on the negative impact on students as a result of the industrial action.

Members of the Board of Management noted the content of the draft minute provided for their information.

d) Draft Audit and Risk Committee Minute – 17 May 2022

The Vice Chair of the Audit and Risk Committee spoke to the content of the draft minute. She provided members with a summary of the discussions held and that the main focus was on the three-year budget report and the student learning experience. She highlighted the two positive gradings received on the recent internal Audit Reports.

Members of the Board of Management noted the content of the draft minute provided for their information.

8. Draft Three Year Budgets 2022-25 - NOT IN THE PUBLIC DOMAIN

The Vice Principal Operations spoke to the content of the report that sought approval from the Board of Management for the draft three-year budgets for 2022-25.

J Evans took members through, in detail, the content of her report. She informed members that there had been extensive discussions on the report at the Finance and Resources Committee meeting held on 10 May 2022 and the report had been revised to include comments made by members. She added that the report now included the following:

- Foundation Apprenticeships - a further £86k had been received and this had been included.
- the assumption for the teaching and support staff salary increases for 2021/22 had been updated.
- Funding required from the Arms Length Foundation (ALF) had been amended.

In addition, she noted that appendix 4 *Potential Impact of Future Funding Reductions on the Student Experience* had been added to the report at the request of the Finance and Resources Committee members.

She highlighted the assumptions based budgets and scenarios in table 3, page 6 of the report.

She also highlighted that due to the surplus Adjusted Operating Result in 2020/21 and the current forecast for 2021/22, in spite of the Deficit Budget for 2022/23, the College will have a sufficient level of underlying cash to support operations.

J Evans also noted that following discussions with the Chair that recommendation 5 iv) would change from *'approve the VS savings proposals'* to *'endorse in principle that, based on current assumptions, VS savings will be required to balance the College budgets over the next three-year period'*.

The Chair thanked J Evans for the detailed report and for the addition of appendix 4, noting that this is helpful and assists Board members consider the impact on the learner experience. He highlighted the three-pronged approach to the budget: funding from the Arm's Length Foundation (ALF), implement a Voluntary Severance (VS) Scheme and make savings of 8% off the budget. He highlighted again that members were being asked to endorse, in principle, that VS savings will be required over the next three year period and stated that he believed this to be a more appropriate recommendation. He added that the opening of a further VS Scheme would be required to be approved by the Board of Management.

The Chair opened the meeting up to questions and comments from members.

C Breathnach thanked J Evans for a comprehensive report, which was easy to understand even for a non-accountant. He highlighted the staff costs pay settlement noted as 2.5% in section 6, table 13, and added that this was massively underestimated and unrealistic as the cost of living has risen to 8%. J Evans drew members attention to the assumption based budget & scenarios on page 6, table 3, in the report and highlighted that a salary increase of 5-8% would not allow the College to retain sufficient cash to support operational delivery. The Principal reminded members that the figures contained in the report are a result in lack of funding and parameters set by the Scottish Government (SG) and the Scottish Funding Council (SFC). He added that the current level of funding would most certainly force the College and its recognised trade unions into a challenging situation with regard to employee relations. L Birch, the Chair of the Finance and Resources Committee, added that members had spent over an hour discussing the budget report and had noted their disappointment on the level of funding being provided considering the requirement for skills development to help Scotland recover from the pandemic.

C Breathnach highlighted the reference to salary costs for a mental health lead on page 8 and asked if this funding would be available after July 2023. J Evans informed that the post was funded by external income for session 2021/22 but as the College had difficulty filling the post it has been granted permission to carry the funding over to session 2022/23, but that no new funding had been allocated.

In addition, C Breathnach drew members attention to page 14, section 5, and the reference to great work undertaken by the College in regard to digital poverty. He asked if the College could keep this up with the level of funding being provided. J Evans noted that the College will continue to use the student funding / bursaries

for this purpose and would do everything in its power to continue to support digital poverty of its students.

C Breathnach highlighted page 3 and the reference to GCRB and FA income. He noted that it stated GCRB would top-slice an element of the funding, he asked if this meant they would use FA funding for other purposes. J Evans informed that this was not the case.

C Breathnach noted that page 9 references a 100k forecast related to the FA programme and asked if this is based on an estimate. J Evans confirmed this figure is based on estimated travel costs.

D Thomson noted that that appendix 4 and the way the scenario tables were laid out were helpful for Board members. She also noted her disappointment that the College was in this position after the hard work undertaken over the past few years in making savings and stabilising its financial position.

Members of the Board of Management agreed to:

- i) note the contents of this report;
- ii) note that the Board is required to set a break-even budget in cash terms;
- iii) note that, based on the key assumptions detailed at section 2.2, the College is unable to set a balanced in year budget for all of the next three consecutive years, but that the 2022/23 budget represents a managed deficit, intended to support the costs of the VS scheme, which will result in savings in future years;
- iv) endorse in principle that, based on current assumptions, VS savings will be required to balance the College budgets over the next three year period;
- v) note the risks and mitigating actions highlighted at section 6; and
- vi) approve the three year budgets for 2022-25.

9. Annual Health and Safety Policy Review

The Principal spoke to the content of the report that sought approval from Board members on the content of the Health and Safety Policy that is reviewed annually. He noted that the Policy had been reviewed by the Health and Safety Committee in April 2022.

He highlighted the one minor change noted in section two of the report.

Members of the Board of Management agreed to:

- i) note the contents of this report; and
- ii) approve the changes to the Health and Safety Policy.

10. Board and Committee Membership and Calendar of Meetings 2022/23

The Secretary to the Board spoke to the content of the report that sought to provide Board members with an update on Board and Committee membership and approval for the calendar of meeting dates for session 2022/23.

L Ellison provided members with an overview of her report and informed members that L Birch and M Allison had been reappointed for another term of 4 years. She further informed that that a recommendation had been submitted to GCRB to ratify the positions of two new Board members.

In addition, she added that this is the last Board meeting that D Thomson and S Birrell will attend; S Birrell had completed his term of office and D Thomson had resigned for personal reasons.

She highlighted the committee membership and calendar of meetings attached to the report as appendices 1 and 2.

The Chair informed members that the College will operate, this academic year, with two vacancies and that a round of Board recruitment would be undertaken in the Spring 2023.

Members of the Board of Management agreed to:

- i) note the membership update
- ii) note the reappointment of Marion Allison for four years commencing 1 August 2022 and for completeness, as previously reported, the reappointment of Laura Birch for four years on 5 December 2021.
- iii) note the recommended appointment of Natalie Phillips and John McBride for four years commencing 1 August 2022.
- iv) note that Emma Leslie and Nomathamsanqa (Noma) Dube will be the student members on the Board for 2022/23
- v) approve the Board's Committee membership for 2022/23 as detailed in Appendix 1
- vi) note the Board's planned re-appointment and recruitment processes for 2022/23
- vii) approve the Board and Committee schedule of meetings for 2022/23 as set out in Appendix 2

11. Fees Policy – Session 2022-23

The Vice Principal Operations spoke to the content of the report that sought approval for the Fees Policy for session 2022/23 that is considered by the Board of Management annually.

J Evans informed members that the policy had been reviewed and updated to reflect guidance from the Scottish Funding Council (SFC) and the Student Award Agency Scotland (SAAS).

She proposed that this policy, going forward, is considered annually by the Finance and Resources Committee, not the Board of Management, unless there are any material or substantial changes. Members discussed and agreed to the proposal.

Members of the Board of Management agreed to:

- i) note the contents of this report and its Appendix;
- ii) delegate authority to the Vice Principal Operations to amend the fee rates and eligibility criteria to align with SFC, SAAS and / or Scottish Government guidance/regulations in the event that these diverge from the proposed College rates for session 2022/23; and
- iii) approve the Fee Policy for session 2022/23.

Action: the Fees Policy will, going forward, be considered by the Finance and Resources Committee, not the Board of Management, unless there is a material or substantial change – Vice Principal Operations.

12. Risk Appetite and Risk Register Review

The Director of Corporate Services spoke to the content of the report that sought approval from the Board of Management and to review the risk register requesting any changes to be considered by the Audit and Risk Committee.

L Clark reminded members that the risk register is considered by the Board of Management twice per academic year. She added that it is also considered at all meetings of the Audit & Risk Committee and the Risk Management Committee meetings.

She provided members with a summary of her report.

The Chair commented that the format of the risk register had greatly improved. He added that the biggest risk to the College is the level of funding available due to the Scottish Government (SG) policy and the Scottish Funding Council (SFC) funding models. He proposed that the risk assessment on the risk register should be reviewed again and adjusted to very high.

D Grenham added that if the funding levels did not improve this would impact on the staff and students, this had to be taken into account when considering the risk assessment.

The Vice Principal Operations reminded members that it had been agreed to undertake a 'deep dive' into one or more risks in detail at future meetings of the Audit & Risk Committee and proposed that this be considered at that point. Members discussed and agreed to the proposal made by the Vice Principal Operations.

C Breathnach requested assurance that the College were doing all that was required regarding the issues related to cladding at the Springburn Campus as noted in the report. L Clark informed members that, following the Grenfell incident, the panels had been externally checked and tested for fire safety and had passed. She further informed that a structural survey had been undertaken on the panels had found no issues apart from a few with hairline cracks and rust spots. She noted that following this survey, a further panel had become dislodged. A secondary survey is being conducted by another company and the report is awaited. She added that the panels which had hairline cracks would be replaced and the cause for the rust spots would be determined by the survey. In addition, she noted that the building would be washed, and this action would be undertaken more regularly to prevent moss growth.

Members of the Board of Management agreed to:

- i) approve the contents of this report and its appendices;
- ii) review the College/Strategic Risk Register and request any changes be considered by the Audit and Risk Committee.

Action: Audit and Risk Committee to review the risk associated with the level of funding available to the College as part of their 'deep dive' schedule – Vice Principal Operations.

13. Quarter 3 Forecast and Management Accounts at 30 April 2022 – NOT IN THE PUBLIC DOMAIN

The Vice Principal Operations spoke to the content of the report that sought to present the Board of Management with the Quarter 3 Forecast and the Management Accounts as at 30 April 2022.

J Evans took members through the report and highlighted the marginal net reduction in the Adjusted Operating Result against the Quarter 2 Forecast. She added that there had been a shift in lines related to the campus reinvestment project and the new College website; won't spend all of the budget this academic year but will use next year.

She noted that the Q2 Forecast had been built on Voluntary Severance (VS) costs for the whole Foundation Apprenticeship Team. However, a member of the team had resigned, thus a reduction in the costings. She explained to members that the expectation is that the VS Scheme will be funded by reducing the projected clawback of FA funding from the College. If this doesn't happen, the College will seek an appropriate contribution from Glasgow Clyde and City of Glasgow Colleges to these costs. GCRB have agreed, in principle, to this approach.

In addition, she added that, to date, there had been no clarity provided by the Scottish Funding Council (SFC) related to clawback of funding if the College does not meet its credit target. She noted that it may be as late as November 2022 before this is known. She highlighted that the External Auditor would be unable to sign off the College Annual Report and Financial Statements if this was the case and that a decision from SFC would be required prior to the external audit being finalised.

She also highlighted that there had been some movement in the income and expenditure to the Management Accounts against the Quarter 2 Forecast as noted in table 4.2 and provided members with a summary of the content.

The Chair thanked J Evans for presenting her report and noted it was well put together.

Members of the Board of Management agreed to:

- i) note the marginal decrease in the surplus AOR presented in the Quarter 3 Forecast; and
- ii) note the actual financial performance for the first 9 months of the year reflected in the Management Accounts to 30 April 2022.

14. Digital Transformation Strategy - Year 2 Update

The Director of Digital Services spoke to the content of the report that sought to present a two-year update on the Digital Transformation Strategy.

J Quinn reminded members that the Digital Transformation Strategy had been produced and launched prior to him taking up his post at the College, only months prior to the pandemic. He provided members with an overview of the update report that covered a period of 18 months and highlighted the achievements and future projects noted in the report.

He highlighted that staff and students had embraced digital processes and their confidence in relation to ICT had grown during the pandemic. He added that going forward, hybrid working and digital learning would remain a feature of the ICT approach and its strategic objectives.

The Chair thanked the Director of Digital Services for his update and noted it was useful to see the amount of work undertaken.

Members of the Board of Management agreed to note the content of the report.

15. Strategic Framework Update – NOT IN THE PUBLIC DOMAIN

The Principal spoke to the content of the report that sought to provide members with an update on the College Performance Metrics as part of the College's new Strategic Planning Framework (SPF).

D Smeall informed members that it would be normal practice at this time of the year to analyse and develop next academic years targets from a baseline provided by the previous year's performance data. He added that due to the pandemic this would not serve as a useful base. He noted that this could not be undertaken until July 2022 when the provisional data set for 2021/22 was available.

He highlighted the College Scorecard accessed via a link on the report and added that the table would be phased out in due course with the intention of using Power Bi and flash reports to show this information in real time; the Director of Digital Services and his team are currently working on developing this process.

He informed members that the new process should be ready for use by the Board of Management as a reporting tool in March 2023. He noted that a development session would be provided to introduce and clarify the concept prior to this being used.

The Chair agreed that a development session on how the Board will operate this is required to allow them to understand fully how it will work. He added that the plan, at the moment, is to hold a Board dinner in November 2022 with this session being held before this.

Members of the Board of Management agreed to note the content of the report.

Action: a development session to held, in November 2022, if appropriate, for Board members on the new College Strategic Framework and Scorecard – Chair of the Board and the Principal.

16. Health and Safety Incident and Follow-up Actions - NOT IN THE PUBLIC DOMAIN

The Principal spoke to the content of the report that sought to provide members with assurance that as a result of a COSHH incident at the College's Springburn Campus on Friday 11 March 2022, all aspects of the COSHH management systems, processes and procedures had been reviewed and were deemed necessary, remedial actions identified.

D Smeall took members through the content of the report and highlighted the Incident Investigation Report produced by the Health and Safety Manager and the Lessons Learned Report produced by the Director of Planning and Performance of the Curriculum. He noted that both reports were available for members to view via links in the covering paper.

He highlighted that no one was hurt and there was no damage to the College building as a consequence of the incident. He noted his disappointment at the monitoring

failings and added that a huge amount of work had been undertaken to tighten up controls and new auditing processes had been put in place.

C Breathnach asked if the reports had been shared with the Health and Safety Unions representatives and reported to RIDDOR and the fire and rescue services. The Principal confirmed that the incident had been reported to RIDDOR and the fire and rescue services. He added that Health and Safety unions representatives had been consulted during the production of both documents and he would ensure that they received the final copies if they had not already received these.

The Secretary to the Board asked members that as it was now 7pm and in accordance with the Standing Orders were they content to extend the time limit and continue discharging the remaining items on the agenda. Members agreed.

The Chair noted that the Senior Management Team had reacted quickly to the incident and that new processes to manage COSHH had been implemented in all 4 college campuses. The Principal highlighted the expenditure involved in relation to training and external audit.

Members of the Board of Management agreed to note the content of the report.

17. Governance Action Plan – Update

The Secretary to the Board of Management spoke to the content of the report that sought to update members of the Board on progress made against the Governance Action Plan (GAP).

L Ellison provided members with a summary of her report and reminded members the GAP is considered twice per academic year by the Audit & Risk Committee and the Board of Management. She added that the GAP would be updated to include actions from the Board self-evaluation meeting being held on 27 June 2022.

The Chair drew members attention to action 2, first bullet point, listed on the GAP. He proposed that due to the work undertaken by the Vice Principal Operations in terms of financial awareness a joint event was no longer required and should be removed from the GAP. Members discussed and agreed with the Chair's proposal.

Members of the Board of Management agreed to:

- i) consider and note progress against the Governance Action Plan; and
- ii) note that a further update will be provided to the December 2022 meeting of the Board.

18. Foundation Apprenticeship Programme Update – NOT IN THE PUBLIC DOMAIN

The Vice Principal Curriculum and Quality Enhancement spoke to the content of the report that sought to update members on the structure of the Foundation Apprenticeship (FA) Programme in the Glasgow Region as well as the activities and progress made since the March Board meeting.

R Ashton reminded members of the background to the FA programme going forward in that each college in the Glasgow Region would manage their own provision whilst working on a collaborative basis. He took members through the steps taken by the College to provide the current FA Regional Team with potential options that included

job opportunities within the three colleges and the opening a Voluntary Severance (VS) Scheme.

C Breathnach raised his concern for the staff involved and asked if the posts at all three colleges will have been advertised and filled prior to the VS Scheme closing. The Vice Principal Operations informed that the College and Clyde College adverts had gone out and that City of Glasgow College had agreed that this would be case for their respective colleges.

J Evans added the grades for the new roles within the College had been independently evaluated and shared with staff involved to ensure that no tasks had been omitted. The new roles had a lot less responsibility and had come out of the evaluation process at a lower salary; this was also the case for the roles at Clyde College, City of Glasgow evaluation outcome was awaited.

Members of the Board of Management agreed to note the content of the report.

19. Model Code of Conduct Update

The Director of Corporate Services spoke to the content of the report that sought to provide an update to members in relation to the Model Code of Conduct as per the Standards Commission's Guidance received by the College.

L Clark informed members that she had attend a Standards Commission workshop on 23 March 2022 to consider the main changes to the new Model Code and its adoption. She reminded members that a question had been raised at the Board of Management meeting held on 13 March 2022 in relation to clarity of an 'interest' and a 'connection' and when and if members should leave the meeting at this point.

She took members through the advice obtained at the workshop and that the College should adopt the Model Code of Conduct in its entirety with no paragraph amendments.

The Chair recognised that clarity related to an 'interest' and 'connection' had worked well at tonight's meeting and adopting the Model Code of Conduct was the sensible approach to take.

Members of the Board of Management agreed to note the content of the report.

20. Section 22 Report South Lanarkshire College

The Secretary to the Board of Management spoke to the content of the report that sought to inform members of the key points arising from the recent Audit Scotland Section 22 Report on the annual report and accounts of South Lanarkshire College for 2020/21, which mainly relate to the college's failure to meet the requirements of the Code of Good Governance for Scotland's Colleges; and to provide assurance to members that the Board Secretary and Director of Corporate Services fully appreciate the importance of adhering to the Code and closely monitor Glasgow Kelvin College's compliance with the Code.

L Ellison provided members with an overview of her report that included key messages from the Audit Scotland Section 22 Report included as a link for members to view in her covering paper.

The Chair reminded members that this report acts as a reminder that a high standard of good governance is required. D Thomson added that members take for granted the College's standards of governance and the work undertaken to keep this high; the Board of Management have always prided itself in its high standards. Members echoed D Thomson's comments.

Members of the Board of Management agreed to:

- i) note the key points arising from the Audit Scotland Section 22 Report on South Lanarkshire College.

21. GKC Campus Reinvestment Project Update – NOT IN THE PUBLIC DOMAIN

The Vice Principal Curriculum and Quality Enhancement spoke to the content of the report that sought to provide members with an update on how the proposals have developed in regard to the Campus Reinvestment Project and the progress to date.

R Ashton reminded members that the ALF had agreed to provide £600k to fund the project. He added that good progress is being made in all areas of the project and provided members with an overview of the new and improved student zones, curriculum spaces and college environment. He noted that due to the working environment and covid related restrictions, discussions with staff would be initiated in 2022 to consider how to improve their spaces.

The Chair commented that Board members are supportive of the improvements being made and added that the students would benefit from the renewed facilities. C Breathnach thanked the Executive for moving quickly when the displacement for the support for learning students had been identified.

Members of the Board of Management agreed to:

- i) Note the contents of this paper; and
- ii) Note that, per the Quarter 3 Financial Forecast, the College expects to fund £650k of this project in 2021/22, with the balance of £200k coming from the ALF in 2022/23.

22. Regional Update for College Board Members

The Chair informed members that he had strongly advocated for GCRB to provide Board members with updates. He noted that they had agreed to this on a trial basis. Members of the Board of Management noted and welcomed the update.

Items of Correspondence

- 23. a) GKC Certificate of Assurance**
- b) Letter from Cabinet Secretary for Net Zero, Energy and Transport – Global Climate Emergency**
- c) Suspension of Industrial Action FELA**

Members of the Board of Management agreed to note the content of the correspondence items noted above and provided for their information.

Items for Information

- 24. Community Empowerment Act 2015 - Annual Report for Year Ended 31 March 2022**

Members noted the content of the report provided for information.

25. OSCR - Charity Annual Return

Members of the Board of Management agreed to:

- i) note the contents of this report and its appendix;
- ii) note the annual return was submitted to OSCR within the required deadline; and
- iii) require the Director of Corporate Services to attend to OSCR matters in accordance with the legislative requirements.

26. Financial Memorandum – Compliance

Members of the Board of Management agreed to:

- i) note the contents of this report and the link to the Financial Memorandum between Glasgow Colleges' Regional Board and Assigned Colleges; and
- ii) note the College self-assessment of its compliance with the Financial Memorandum.

27. Alternative Sources of Information for Members

The Principal provided an overview of the report provided for members reference. Members of the Board of Management agreed to note the contents of this report and the alternative sources of external advice which are available to assist them discharge their duties and to request the Principal to up-date this paper for the information of members in June / August 2023 or before should circumstances require it.

Action: C Breathnach proposed that contact details for the EIS/FELA and Unison Branches be added to the report and members agreed – Principal and Governance & Executive Support Manager.

Risk, Equality and Data Protection – Discussion

28. Risk Management – Risk Issues to be considered as a consequence of the consideration of the above agenda

Members agreed no new risk management issues had arisen as a consequence of the business conducted at the meeting held on 13 July 2022.

29. Equality Management – Equality Issues to be considered as a consequence of the consideration of the above agenda

Members agreed no new risk management issues had arisen as a consequence of the business conducted at the meeting held on 13 July 2022.

30. Data Protection – Data Protection Issues to be considered as a consequence of the consideration of the above agenda

Members agreed no new risk management issues had arisen as a consequence of the business conducted at the meeting held on 13 July 2022.

31. Closing Remarks

The Chair reminded members that is the last Board meeting that S Birrell and D Thomson would attend. He thanked them both formally for their contribution to the College and made the following comments on behalf of Board members:

Stephen Birrell

Stephen had been a Board member at the College for 6 years and during that time had always shown commitment to the local communities and to the College students,

ethos and vision. He represents what the College stands for. He wished him all the best in his future.

Deborah Thomson

Debbie joined the Board in August 2017 and during that time she has shown commitment to the learner experience. She has made a valuable contribution to meetings and has been the Vice Chair of the Audit & Risk Committee meeting for the past two years. He wished her all the best for her future.

32. Date of Next Meeting

The meeting closed at 7.35pm with the Chair thanking members for their attendance and contribution.

He reminded members that the Board self-evaluation session will take place on Monday 27 June at 5pm in the College's Springburn Campus.