

Glasgow Kelvin College

Board of Management

Agenda

Agenda for the meeting scheduled to be held in WG1 in the Springburn Campus at 4.30pm on Wednesday, 9 October 2024

- 1. Sederunt**
- 2. Apologies**
- 3. Declarations of Interest**
 - a) Interest¹**
 - b) Connection²**
- 4. Welcome**
Chair of Board of Management
- 5. Presentation**
Scottish Wider Access Programme (SWAP)
Presentation by Kenny Anderson
- 6. Minute of the Previous Meeting held on 28 August 2024 (*For Approval*)**
(*copy attached*)
- 7. a) Matters Arising from the Previous Meeting held on 28 August 2024**

b) Matters Arising / Action List (*For Noting*)
 - i) Board of Management Action Log as at October 2024**
(*copy attached*)

 - ii) Board of Management and Standing Committee Action Log**
[Board of Management Action List - 2024-2025.xlsm](#)
- 8. Standing Items**
 - a) Chair's Report (*For Information*)**
Report by Chair
(*verbal*)

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.

- b) **Principal's Update Report – NOT IN THE PUBLIC DOMAIN** *(For information)*
Report by Principal
 - c) **Students Association Priorities Update** (including Partnership Agreement) *(For Approval)*
Report by Student Association Presidents
(copy attached)
- 9. **Draft Standing Committee Minutes** *(For Information)* – **NOT IN THE PUBLIC DOMAIN**
 - a) **Draft Audit and Risk Committee – 3 September 2024**
 - b) **Chair Approved Learning and Teaching Committee –11 September 2024**
(copies attached)
 - c) **Chair approved Finance and Resources Committee – 1 October 2024**
(copy to follow)
- Items for Approval / Endorsement**
- 10. **Risk Management**
 - a) **Risk Appetite Review / Risk Category**
Report by Vice Principal Operations and Director of Estates and Corporate Services
 - b) **Academic Year 2023/24 Annual Review of Risk Management Update and College Risk Register**
Report by Vice Principal Operations and Director of Estates and Corporate Services
(copies attached)
- 11. **Policies and Procedures**
 - a) **Safeguarding Children, Young People and Vulnerable Adults Policy and Procedure**
 - b) **Policy and Procedure for Protection of Vulnerable Groups (PVG) and Criminal Record Checks**
Report by Director of People and Culture
(copy attached)
- 12. **Scheme of Delegation**
Report by Vice Principal Operations and Director of Estates and Corporate Services
(copy attached)
- 13. **Financial Regulations**
Report by Vice Principal Operations and Head of Finance
(copy attached)
- 14. **Draft 2024-25 Self Evaluation and Action Plan**
Report by Vice Principal Curriculum and Quality Enhancement
(copy attached)
- 15. **10 year Capital and Infrastructure Plan to 2024/25 to 2034/35 – NOT IN THE PUBLIC DOMAIN**
Report by Vice Principal Operations and Director of Estates and Corporate Services

(copy attached)

- 16. Items for Discussion and Noting
Management Accounts to 31 July 2024 – NOT IN THE PUBLIC DOMAIN
Report by Vice Principal Operations and Head of Finance
*(copy attached)***
- 17. Board of Management Recruitment
Report by Secretary to the Board of Management and Director of Estates and Corporate Services
*(copy attached)***
- 18. Code of Good Governance - Externally Facilitated Effectiveness Review Report
by Secretary to the Board and Director of Estates and Corporate
*(copy attached)***
- 19. Annual Health and Safety Report
Report by Health and Safety Manager
*(copy attached)***
- 20. Progress Against Targets: College Strategy 2022/2027
Report by Vice Principal Curriculum and Quality Enhancement and Director of Digital Services
*(copy attached)***
- 21. Recruitment and Enrolment Update - NOT IN THE PUBLIC DOMAIN
Report by Vice Principal Curriculum and Quality Enhancement and Director of Digital and Information Services
*(copy attached)***
- Items for Information**
- 22. a) Digital Transformation Strategy – Year 4 Update
Report by Director of Digital and Information Services
(copy attached)
b) <https://audit.scot/news/colleges-financial-challenges-increase-0>
c) <https://audit.scot/publications/scotlands-colleges-2024>
d) [GKC - Regional Strategic Bodies Review Consultation - Response](#)
e) [GKC - Post-School Education and Skills Reform Consultation - Response](#)
f) [Scottish Government Programme for Government 2024-25 Analysis - September 2024.pdf](#)
g) [Colleges Scotland & Employers Scotland - Annual Report 2023-24](#)
h) [Keyfacts 2024 \(collegesscotland.ac.uk\)](#)
i) [OECD - Future-Proofing the Skills System in the Glasgow City Region](#)**
- Impact on Students, Risk, Equality, Data Protection and Environmental & Sustainability – Discussion**
- 23. Impact on Students – key issues to be considered as a consequence of the consideration of the above agenda
*(discussion)***

24. **Risk Management – Risk Issues to be considered as a consequence of the consideration of the above agenda**
(discussion)
25. **Equality Management – Equality Issues to be considered as a consequence of the consideration of the above agenda**
(discussion)
26. **Data Protection – Data Protection Issues to be considered as a consequence of the consideration of the above agenda**
(discussion)
27. **Environmental and Sustainability – Environmental and Sustainability issues to be considered as a consequence of the consideration of the above agenda**
(discussion)
28. **Closure**
29. **Date of Next Meeting**
Wednesday 11 December, 4.30pm, Springburn Campus

All Press Releases relating to the College are available to view on the Board Portal via the following link:

[Press Releases 2024-25](#)