

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, 12 June 2024

- 1. Sederunt**
- 2. Apologies**
- 3. Declarations of Interest**
 - a) Interest¹**
 - b) Connection²**
- 4. Welcome**
Chair of Board of Management
- 5. Minute of the Previous Meeting held on 20 March 2024 (For Approval)**
(copy attached)
- 6. a) Matters Arising from the Previous Meeting held on 20 March 2024**
 - b) Matters Arising / Action List (For Noting)**
 - i) Board of Management Action Log as at June 2024**
(copy attached)
 - ii) Board of Management and Standing Committee Action Log**
[Board of Management Action List - 2023 - 2024.xlsm](#)
- 7. Standing Items**
 - a) Chair's Report (For Information)**
Report by Chair
(verbal)
 - b) Principal's Update Report (For Discussion and Noting)**
Report by Principal
 - c) Students Association Priorities Update (For Discussion and Noting)**
Report by Student Association Presidents
(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.

8. **Draft Standing Committee Minutes (For Information) – NOT IN THE PUBLIC DOMAIN**
 - a) Chair Approved Remuneration Committee – 2 May 2024
 - b) Chair Approved Learning and Teaching Committee – 8 May 2024
 - c) Draft Audit and Risk Committee – 14 May 2024
 - d) Finance and Resources Committee – 4 June 2024*(copies attached)*
9. **Items for Approval / Endorsement**
Draft Five Year Budgets 2024-29 – NOT IN THE PUBLIC DOMAIN
Report by Vice Principal Operations and Head of Finance
(copy attached)
10. **College Operating Plan V3.0 2024-29 – NOT IN THE PUBLIC DOMAIN**
Report by Principal
(copy attached)
11. **Annual Health and Safety Policy Review**
Report by Health and Safety Manager
(copy attached)
12. **Policies**
Approval:
 - a) Equality, Inclusion and Diversity Policy
Approval to extend review date:
 - b) Policy and Procedure for Protection of Vulnerable Groups (PVG) and Criminal Record Checks (this had been extended by the Board until 31 December 2023)
 - c) Safeguarding Children, Young People and Vulnerable Adults Policy and Procedure
 - d) Grievance Policy and Procedure
 - e) Disciplinary Policy and Procedure*(copies attached)*
13. **Board and Committee Membership and Calendar of Meetings 2024/25**
Report by Secretary to the Board of Management
(copy attached)
14. **EIS/FELA ‘Resulting Boycott’ – Management of Breach of Contract – NOT IN THE PUBLIC DOMAIN**
Report by Principal
(copy attached)
15. **Items for Discussion and Noting**
Quarter 3 Forecast and Management Accounts to 30 April 2024 – NOT IN THE PUBLIC DOMAIN
Report by Vice Principal Operations and Head of Finance
(copy attached)

16. **Governance Action Plan - Update**
Report by Secretary to the Board of Management and Director of Estates and Corporate Services
(copy attached)

17. **Standards Commission – Advice Note and Guidance**
Report by Secretary to the board of Management and Director of Estates and Corporate Services
(copy attached)

Items of Correspondence

18. a) [GKC Certificate of Assurance to GCRB.pdf](#)
b) [Letter from the Minister re. consultation to dissolve GCRB and Lanarkshire Board.pdf](#)
c) [Letter from EIS.FELA re. Additional Industrial Action Dates.pdf](#)

Items for Information

19. **Alternative Sources of Information** *(For Reference Purposes)*
Report by Principal
(copy attached)
20. **Community Empowerment Act (Scotland) 2015 Annual Report to Year Ended 31 March 2024**
Report by Director of Estates and Corporate Services
(copy attached)
21. **OSCR - Charity Annual Return**
Report by Director of Estates and Corporate Services
(copy attached)

Policies approved by Finance and Resources Committee held 0n 4 June 2024
(For Information)

22. a) [Fees and Fee Waiver Policy 2024-25.pdf](#)
b) [No Smoking Policy.pdf](#)
c) [Attendance Management and Support Policy.pdf](#)

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**
TBC
30. **Dates for the Diary**
 - **Board Self-Evaluation / Development Session (Power Bi/Artificial Intelligence) – 5pm on Wednesday 19 June in Room WG1 Springburn Campus**
 - **Summer Awards Ceremony – Friday 14 June in the City Chambers: Refreshments at 12.45pm and ceremony commences at 1.30pm**
31. **Chair Evaluation**

At this point in the meeting, the Chair will leave the Board meeting and the Senior Independent Member will hold a brief private meeting with Board members to provide feedback on the Chair's performance.

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

[Press Releases 2023-24](#)