

Glasgow Kelvin College

Audit and Risk Committee – Meeting of 16 May 2023

Governance Update
(including Insurance, Land at Springburn, Environmental and Sustainability Update,
West End Campus, Catering Tender, OSCR Return, Martyn's Law and Code of Good
Governance)

Report by Director of Estates and Corporate Services

1. Introduction

The purpose of this report is to provide an update to members in relation to the following areas of corporate governance:

- 2 - Insurance
- 3 - Land at Springburn
- 4 - Environmental and Sustainability Update
- 5 - West End Campus
- 6 - Catering Tender
- 7 - OSCR Return
- 8 - Martyn's Law
- 9 - Code of Good Governance

2. Insurance

The College has submitted renewal paperwork to UMAL to receive an insurance quote for the next Academic Year. If the quote received is acceptable and in order, liaison will take place thereafter with APUC in relation to contract award.

3. Land at Springburn

The situation with the parcel of amenity land (which is within the perimeter fence at Springburn Campus, but which belongs to Hydepark Residents Association) has not yet been resolved. Members will be aware that the land valuation for both parties arrived at the figure of £25,000 for this parcel of land and that a provision has been made in the College accounts to purchase this. The legal position is that the title deeds for each individual dwelling would require to be changed; the legal fees incurred would therefore far outweigh the value of the land.

A further meeting has been arranged for Thursday, 11 May 2023 to explore any alternative options with Hydepark Residents Association.

Members will be kept apprised accordingly.

4. Environmental and Sustainability Update

4.1 Application to the Energy Efficiency Grant Scheme

To enable the College to implement measures to reduce carbon emissions, a Capital Grant Funding Application to the Energy Efficiency Grant Scheme offered by Scottish Central Government has been submitted. The College has sought £2.6m for the following five capital projects to be completed over a 2-year period:

- Project 1- Springburn Campus: Air Source Heat Pump installation to take heating load.
- Project 2 - Springburn Campus: Solar PV on main building roof atriums and the roof of the technical block.
- Project 3 - Easterhouse Campus: Wind Turbine recommissioned/refurbishment.
- Project 4 - Easterhouse Campus: Solar PV on roof.
- Project 5 - Easterhouse Campus: Hallway lighting project - Installation of LED to replace existing CFL fittings.

We are absolutely delighted to advise that on 4 May 2023 we received the following email in response to our above application:

“Good Afternoon,

GPSEDS 130 – Easterhouse and Springburn Campuses: Energy Conservation Measures, Renewables and Low Carbon Heating

Thank you for your capital application to the Scottish Central Government Energy Efficiency Grant Scheme. I am pleased to confirm that your application for funding has been successful.

I will send you a draft grant offer letter soon for your review. I would ask that you confirm that you are content with this or let us know if any clarifications are needed urgently to allow us time to make any revisions and issue you a signed version for you to countersign as soon as possible.

Please note that you should not begin the project until you have signed the final draft of the grant offer letter. The project is still subject to final senior management approval, and we cannot provide funding for costs incurred prior to the agreed project start date as outlined in your letter.

*Best Wishes,
Nikki*

***Nikki McGlynn | Delivery Officer - Public Sector Funding | Heat Investment Unit |
Directorate for Energy and Climate Change |
Scottish Government | 5 Atlantic Quay | 150 Broomielaw | Glasgow | G2 8LU***

4.2 Deposit and Return Scheme for Scotland Regulations 2020

The Deposit and Return Scheme for Scotland Regulations 2020, due to come into force on 16 August 2023, will not now launch until 1 March 2024. Under the scheme, which seeks to improve the recycling of single-use drinks containers, the College will be required to ensure reverse vending is implemented in all campus buildings, while a number of organisational and operational mechanisms will require to be fully thought through. Liaison will take place with our catering contractor regarding the management of these reverse vending machines.

Details of the scheme can be found at the following link:

<https://depositreturnscheme.zerowastescotland.org.uk/regulations>

4.3 Scottish Government Climate Change Policy Report

The College continues to endeavour to support the Scottish Government's transition to net zero emissions of all greenhouse gases by 2045 as detailed in the Scottish Government's Climate Change Policy which can be found here: [Climate change - gov.scot \(www.gov.scot\)](https://www.gov.scot/publications/climate-change-policy/pages/introduction.aspx) and [Climate Change Plan update](https://www.gov.scot/publications/climate-change-plan-update/pages/introduction.aspx) published in December 2020. The ten climate change policy actions outlined by the Scottish Government's Policy Report include:

- Reducing Greenhouse Gas Emissions
- Adaptation to Climate Change
- Leadership in the Public Sector
- Engagement with business on climate action
- Low carbon living
- International Action on Climate Change
- Community-led climate action
- UK emissions trading scheme
- Nitrogen Balance Sheet
- Just Transition

While many of these policy actions are specific to the Scottish Government, some policies are relevant to the College and are included in the objectives and actions of the College's Race to Zero and Climate Change Action Plans. Some of the actions currently being taken by the College include:

Taking action towards **reducing greenhouse gas emissions** of the College estate by applying to the Scottish Central Government Energy Efficiency Grant Scheme for low-emission and renewable technologies, purchasing Electric Vehicles where feasible, replacing existing light systems with LED lighting, embracing the circular economy, and improving space efficiency by encouraging hybrid working and collaborative workspaces.

Providing opportunities for College staff and students to learn about the benefits and strategies towards **low carbon living**. The College also provides an abundance of cycling resources to help staff and students choose active, sustainable options when traveling to and from the College.

Allowing for a ***just transition towards net zero*** by providing the vocational skills and knowledge required for our learners to enter the 'green' workforce. The College also engages with students, staff, and the local community to provide opportunities to learn about the climate crisis and to encourage sustainable behaviours.

4.4 Updates to Race to Zero

The Race to Zero plan for Glasgow Kelvin College is available via the link as follows:

[GKC – Race to Zero Action Plan](#)

Glasgow Kelvin College has been a Signatory to and a Member of the Race to Zero for Colleges and Universities campaign since May 2022. Since then, the GKC Race to Zero Action Plan has been approved by SMT and published to the College Webpage. Glasgow Kelvin College has therefore progressed from the 'Pledge' stage through 'Plan', 'Proceed', and 'Publish', as outlined in the original Race to Zero criteria.

It is important to note that through the work of the *2022 Criteria Consultation*, the Race to Zero team have updated the Signatory criteria to include the following:

- A delineation between 'Starting line' criteria which are minimum requirements which all members must meet should they wish to remain in the campaign, and 'Leadership practices' specific to leading entities within the Race to Zero campaign.
- In addition to Pledge, Plan, Proceed, and Publish, a fifth 'P', Persuade, has been introduced to the criteria to recognise the importance of each institution capitalising on its influencing capacities to reach net zero.

Glasgow Kelvin College has successfully met the 'Starting line' criteria in terms of the College's: *Pledge* to reach net zero before 2045. It has publicly disclosed the *Plan* of how Race to Zero criteria will be met; it has *Proceeded* to act toward net zero through available pathways, and it has *Published* annual carbon emissions data through the Public Bodies Climate Change Duties Report.

However, the addition of the *Persuade* criteria could have an impact on the College's external engagement and membership associations. The College will need to continue to evaluate policies, such as procurement with APUC, to address this updated criterion in the future.

Further information on the updates to the Race to Zero criteria can be found here: ['Race to Zero' campaign updates criteria to raise the bar on net zero delivery - Climate Champions \(unfccc.int\)](#)

5. West End Campus

Work is progressing in relation to our West End Campus and include:

- Liaison with staff/union members in relocation of the curriculum from this building;
- Final plans for curriculum areas being received and quotes obtained for work required;
- Fortnightly meetings held with all involved in curriculum moves;
- Detailed Risk Register in relation to the West End Campus Project produced – also discussed at Risk Management Committee;

- Marketing Appraisal Report received from Graham and Sibbald; and
- Meeting being arranged with Rufus Logan, Assistant Director for Capital and Climate Change at the Scottish Funding Council to discuss next steps.

5.1 Glasgow Clyde College

Glasgow Clyde College have been using some teaching rooms in our West End Campus whilst the window/window frame problems in their Anniesland Campus were being resolved. Work at the Anniesland Campus has been completed in a timeous manner and staff from Glasgow Clyde College are returning to their own College base.

6. Catering Tender

Following an Invitation to Tender exercise, two catering tender bids have been received. These are currently being scored and presentations will be delivered on 17 May 2023 to APUC and key College managers. The contract for catering will commence at the start of Academic Year 2022/23. It should be noted that Scottish Government have paused the Deposit Return Scheme (until March 2024); this had formed part of the Invitation to Tender.

7. OSCR Return

The OSCR return for Glasgow Kelvin College was submitted by the deadline date – detailed as follows:

Annual Information Submission History

Year End	Income	Expenditure	Annual Return Received	Accounts Received	Latest Accounts
31 Jul 2018	£31,710,000	£31,397,000	28 Mar 2019	Yes	
31 Jul 2019	£32,520,000	£34,641,000	13 May 2020	Yes	
31 Jul 2020	£33,087,000	£34,891,000	26 Apr 2021	Yes	
31 Jul 2021	£33,749,000	£35,980,000	27 Apr 2022	Yes	
31 Jul 2022	£32,901,000	£34,305,000	31 Mar 2023	Yes	Visit Charity's Website

*Due to the COVID-19 pandemic, OSCR allowed an additional 9 months grace period for charities that were overdue/late when their annual information due by date fell between 01 March 2020 and 31 March 2021.

If an annual return has been received on time (within nine months of the Year End Date), the 'Annual Return Received' box is green . If an annual return is late, the box is red .

8. Martyn's Law

On 2 May 2023 the UK Government published the first draft of the Terrorism (Protection of Premises) Bill. Once through parliament this bill will become known as Martyn's Law, a tribute to Martyn Hett who was killed alongside 21 others in the Manchester Arena terrorist attack in 2017. This bill sets out the requirements that, under Martyn's Law, venues and other qualifying public premises will have to meet to ensure public safety. The draft bill can be viewed at this link: [Terrorism \(Protection of](#)

[Premises\) Draft Bill](#) Explanatory notes to accompany the bill can be accessed here:
[Explanatory Notes](#)

It should be noted that, despite our Springburn Campus having a capacity of 800 which puts most premises into the enhanced tier of duties, Schedule 1 16(2) (b) states that, for Further Education establishments, *“the premises are to be treated for the purposes of this Act as standard duty premises (and not enhanced duty premises, even if they meet the definition of that expression in section 3).”*

The College, under the standard tier of duties, will be required to do the following:

- Ensure that terrorism protection training in relation to the premises is provided to each relevant worker. Free training is available from protect UK and can be downloaded as a Shareable Content Object Reference Model (SCORM) package which can sit alongside the other mandatory H&S packages. This will enable us to monitor staff engagement;
- Complete, maintain and update, when necessary, a standard terrorism evaluation of the premises, in which we will examine how best to respond in the occasion of a terrorist event, for example how an evacuation of the building would be carried out; and
- Ensure premises are registered with the regulator.

Further guidance will be issued in due course. In the meantime the [Protect UK website](#) has been set up to gather in one place guidance which was previously spread across several different agencies.

9. Code of Good Governance

As reported at the Board of Management in December 2022, the Director of Estates and Corporate Services and the Secretary to the Board have gone through the Code of Good Governance in detail and the amended Code has been plotted against the old Code. An exercise is now being conducted to detail how compliance against the amended code is achieved.

It is expected that this exercise will be completed over the weeks ahead and a report on this matter will be presented to a future Board of Management. This exercise will form part of the routine Externally Facilitated Effectiveness Review.

10. Resource Implications

There are no negative resource implications arising as a consequence of matters contained within this report.

It should be noted, however, that to progress with reducing carbon that funding is required while there are no College funds available to support this, the Energy Efficiency Grant referenced at 4.1 will make a huge difference to reducing current carbon levels.

11. Impact on Students

There are some potential negative impacts on students identified noted i.e. woodland area at Springburn Campus may need to be handed back to Hydepark Residents Association.

12. Risk and Assurance

This report seeks to provide members with assurance that a number of governance matters related to the smooth running and operations of the College are being taken forward accordingly and will be carefully handled.

13. Equality

There are no equality implications arising as a consequence of matters contained within this report.

14. Data Protection

There are no data protection implications arising as a consequence of this report.

15. Environmental and Sustainability

It is expected that Environmental and Sustainability matters will progress with the capital funding award received. This will mean that the Race to Zero Action Plan and the Climate Change Action Plan can be progressed accordingly as these plans are largely dependent on significant funding for changes to the estate/capital investment.

16. Recommendations

It is recommended that members note the content of this report, links and appendices.

17. Further Information

Further information can be obtained from Lisa Clark, Director of Estates and Corporate Services - lisaclark@glasgowkelvin.ac.uk or Sarah Shea, Environmental and Sustainability Manager on sshea@glasgowkelvin.ac.uk

Lisa Clark
Director of Estates and Corporate Services
May 2023