

Glasgow Kelvin College
Board of Management
Finance and Resources Committee

Agenda

Agenda for the meeting scheduled to be held at 5pm on Tuesday, 26 September 2023 in room WG1, Springburn Campus

- 1. Sederunt**
- 2. Apologies**
- 3. Terms of Reference**
[Finance & Resources Terms of Reference - Review Date November 2024.pdf](#)
- 4. Declarations of Interest and Connection**
 - a) Interestⁱ¹
 - b) Connection²
- 5. Minute of the Previous Meeting held on 30 May 2023 (For Approval)**
(copy attached)
- 6. a) Matters Arising from the Previous Meeting held on 30 May 2023**
 - b) Action Log (For Noting)**
 - i) Finance and Resources Committee Action Log as at September 2023**
(copy attached)
- Items for Approval/Endorsement**
- 7. Finance Report - NOT IN THE PUBLIC DOMAIN**
Report by Vice Principal Operations and Head of Finance
(copy attached)
- 8. Fixed Asset Disposal / Write-Off**
Report by Director of Digital Services and Director of Estates and Corporate Services
(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.

Items for Discussion and Noting

9. **People and Culture Services Update**
Report by Director of People and Culture
(copy attached)
10. **Annual Staff Attendance Report for 01 August 2022 to 31 July 2023**
Report by Director of People and Culture
(copy attached)
11. **Estates and Capital Update Report (including SFC Infrastructure)**
Report by Director of Estates and Corporate Services
(copy attached)
12. **Environmental and Sustainability Update**
Report by Director of Estates and Corporate Services
(copy attached)
13. **Health and Safety Update**
Report by Health and Safety Manager
(copy attached)
14.
 - a) **Audit Scotland Briefing Paper – Scotland’s Colleges 2023**
 - b) **Audit Scotland – Scotland’s Colleges 2023 Analysis***(copies attached)*

Items of Correspondence

15.
 - a) **Scottish Government Directorate for Energy and Climate Change – Offer of Grant Funding – Energy Conservation Measures, Renewables and Low Carbon Heating**
 - b) **Correspondence – G Dey MSP - Minister for Higher and Further Education; and Minister for Veterans to College Principals**
 - c) **UNISON - Industrial Action Notice**
 - d) **EIS-FELA - Industrial Action Ballot Notice**
 - e) **EIS-FELA - Industrial Action Notice**
 - f) **Scottish Government Programme for Government 2023/24 Announcement - Tuesday 5 September 2023***(copies attached)*

Items for Information

16.
 - a) **Approved Minute of Risk Management Committee – 25 April 2023**
 - b) **Approved Minute of Health and Safety Committee – 26 April 2023***(copies attached)*

Risk, Equality and Data Protection - Discussion

17. **Impact on Students – Student impact to be considered as a consequence of the consideration of the above agenda**
18. **Risk Management – Risk Issues to be considered as a consequence of the consideration of the above agenda**

19. **Equality Management – Equality Issues to be considered as a consequence of the consideration of the above agenda**
 20. **Data Protection – Data Protection Issues to be considered as a consequence of the consideration of the above agenda**
 21. **Environmental and Sustainability – Environmental and Sustainability issues to be considered as a consequence of the consideration of the above agenda**
 22. **Closure**
 23. **Date of Next Meeting**
28 November 2023 via MS Teams
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