

**Draft Minute of the Performance and Resources Committee held on Wednesday 11 December 2024**

<b>Present</b>	
Moira Connolly (Chair)	Sakshi Sircar
Caroline Bysh	Martina Tuskova
Jill Montgomery	Anwulika Umeh (Co-opted Member)
Paul Smart	
<b>In Attendance</b>	
Alan Sherry (Interim Chief Officer)	Wendy Odedina (Executive Assistant)
Penny Davis (Board Secretary)	Robin Ashton (Vice Principal, Glasgow Kelvin College)
Jim Godfrey (Finance and Resources Director)	Jon Vincent (Principal, Glasgow Clyde College)
Janie McCusker (Board Chair)	
<b>Apologies</b>	
Darren Pirie	Paul Little (Principal, City of Glasgow College)

## 1. Introduction and Welcome

Paper Number: Verbal

### 1.1 Discussion

The Chair welcomed members and attendees to the meeting particularly Martina Tuskova to her first meeting as a member of the committee, Alan Sherry to his first meeting as Interim Chief Officer and Robin Ashton, attending on behalf of Derek Smeall.

## 2. Apologies

Paper Number: Verbal

### 2.1 Decision

Apologies were noted for Darren Pirie and Paul Little. It was noted that no representative from City of Glasgow College was available due to their senior management team planning day being at the same time as this meeting.

### 3. Declarations of Interest

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Paper Number: Verbal

#### 3.1 Decision

The Chair reminded members that it is their personal responsibility to indicate to the Chair at any point during the meeting if they have, or may be perceived as having, a conflict of interest under any item on the agenda.

### 4. Chair's Business

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Paper Number: Verbal

#### 4.1 Discussion

The Chair noted the following meetings she had attended since the last meeting of the committee:

- October board meeting
- Meeting with Board Chair and Committee Chairs

### 5. Minutes of the Committee Meeting held on 25 September 2024

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Paper Number: PRC2-A

#### 5.1 Decision

The minute of the committee meeting held on 25 September 2024 was **agreed** as an accurate record.

### 6. Decisions via Scheme of Delegation

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Paper Number: PRC2-B

#### 6.1 Discussion

The Interim Chief Officer noted for the record the funding decisions he had taken via the scheme of delegation.

#### 6.2 Decision

The committee **noted** the decisions taken by the Interim Chief Officer as follows:

- the allocation of £500,000 in respect of ESOL and the distribution to Glasgow Clyde College, for 2024-25; and
- the allocation of £84,500 in respect of free period products, and the distribution to the three Glasgow colleges, for 2024-25.

## 7 Key Performance Indicators 2024-25

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Paper Number: PRC2-C

### 7.1 Discussion

The Finance and Resources Director presented the paper firstly noting the error with the percentages in the spreadsheet and that the figures in the text of the cover paper are correct.

He confirmed that all three colleges are forecast to achieve their credit target. He highlighted the issues around foundation apprenticeships and senior phase targets which have been well documented through this committee.

### 7.2 Decision

The committee **noted** the progress in delivering the key performance indicators 2024-25.

## 8 Capital Funding 2024-25

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Paper Number: PRC2-D

### 8.1 Discussion

The Finance and Resources Director presented the paper noting good progress with three and a half months remaining for this funding tranche. He noted some changes to original plans however this is not unexpected in year to meet emerging needs.

The Principal of Glasgow Clyde College provided assurances on RAAC within their estate and the positive discussions with SFC to seek to address this through the additional funding bid process.

The Vice Principal from Glasgow Kelvin College spoke to an emerging issue around cladding within their estate that will require to be addressed in time, however is not an immediate health and safety risk.

### 8.2 Decision

The committee **noted** the progress made by the colleges in respect of the capital projects in the financial year ending 31 March 2025.

## 9 Flexible Workforce Development Report 2024-25

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Paper Number: PRC2-E

### 9.1 Discussion

The Finance and Resources Director presented the paper noted that, subject to the final claim to be processed, he expects the remaining funds held by GCRB for this funding to be approximately £20,000. He noted that he has had confirmation from SFC that these funds can be repurposed for alternative use, and this will be for GCRB to determine.

## 9.2 Decision

The committee **noted** that:

- The value of flexible workforce funding, to be claimed by the colleges on 30 November 2024, is £33,628;
- A further claim (£13,414) is expected from City of Glasgow College in early 2025; and
- If there are no further claims by 31 March 2025, any remaining funds may be re-purposed for an alternative use.

The committee **agreed** that flexible workforce development can be removed as a standing item on the committee agenda.

The committee **agreed** that proposals for the use of any remaining funds should be considered in due course by the committee and that these may require to be used for costs associated with transition, should GCRB be dissolved.

## 10 GCRB Costs 2024-25

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Paper Number: PRC2-F

### 10.1 Discussion

The Finance and Resources Director presented the paper noting good progress and a current saving on staffing costs due to the Executive Director leaving post at the end of July 2024. He noted the external advice that GCRB has taken to meet the needs of preparing for the anticipated transition process.

He noted that the project with Young Enterprise Scotland will not go ahead due to this organisation no longer being able to deliver the Bridge to Business programme due to the recent Scottish Government decision in this regard.

### 10.2 Decisions

The committee:

- **note** the forecast outturn compared with budget for 2024-25; and
- **approved** that £20,000 is vired from the 'Other' budget to meet the initial cost of obtaining external advice to facilitate the cost of 'transition'

## 11 Programme of Action 2024-25

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Paper Number: PRC2-G

### 11.1 Discussion

The Finance and Resources Director presented the paper noting progress against the current projects. He noted that should GCRB be dissolved, consideration will have to be given towards the funding of these projects moving forward through the transition process.

### 11.2 Decision

The committee **noted**:

- progress of the Programme of Action for 2024-25; and
- the need for all parties to consider the programme as part of the regional planning arrangements for 2025-26.

## 12 College Self Evaluation and Action Plans

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Paper Number: PRC2-H

### 12.1 Discussion

The Interim Chief Officer presented the paper noting this is the first iteration of the new quality process from SFC. He noted that all three are different and that the SFC guidance states for the reports to be institutionally based, and therefore there is not read across over the region.

He referred to the email correspondence provided in the paper from the SFC which outlines GCRB's limited role in the new process.

Members welcomed the reports and the information they provided on statistical analysis, strengths and challenges, and the associated action plans.

### 12.2 Decision

The committee **noted** the reports and that these will also be presented to the full board at the January meeting for information.

## 13 Committee Annual Report

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Paper Number: PRC2-I

### 12.1 Discussion

The college representatives left the meeting at this stage.

The Board Secretary presented the paper noting this as the annual opportunity for members to review their decisions over the past year and agree priorities for the year ahead.

Members discussed the report and noted that priorities will look different for the coming year due to the anticipated Ministerial decision to dissolve GCRB.

### 13.2 Decision

The committee:

- **agreed** the content of the summary report on its activity during the past year; and
- **agreed** its priorities for the coming year.

## 14 Committee Effectiveness Review

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Paper Number: PRC2-J

### 12.1 Discussion

The Interim Chief Officer, Finance and Resources Director, Head of Service and Board Chair left for this item.

The Board Secretary presented the paper noting this is the annual opportunity for the committee to review its own performance and its terms of reference.

The Committee discussed its role in the context of the Glasgow college region transitioning into a new phase, and the need for assurance that the colleges are collaborating on a Glasgow wide agenda that will improve the offer to students and contribute to economic development. Whatever the Minister's anticipated announcement may mean for GCRB's future, the need for effective collaboration must be understood.

Members noted, however, that SEAP reports did not refer to working across boundaries on a Glasgow-wide agenda and that Scottish Government/SFC had not indicated how regional accountability would work in the absence of a formal structure.

### 14.2 Decision

The committee **considered** its performance and **agreed** no proposed changes to the Committee Terms of Reference.

The Committee agreed that in its remaining time, its focus should be on facilitating collaboration and sustainability.

## 15 Long Term Agenda

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Paper Number: PRC2-K

### 13.1 Decision

The Committee **agreed** the long-term agenda noting this was subject to change.

## 16. Review of Disclosable Status

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Paper Number: Verbal

### 16.1 Decision

The Board Secretary confirmed paper PRC2-H College Self Evaluation and Action Plans as non-disclosable.

## 17. Date of Next Meeting

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Paper Number: Verbal

### 17.1 Decision

The date of the next meeting was confirmed as 2 April 2025.