

Draft Minute of the Performance and Resources Committee held on Wednesday 29 September 2021

Present	
Moira Connolly (Chair)	Paul Smart (item 12 onwards)
Paul Buchanan	Johanna Thompson
Sheila Meikle	
In Attendance	
Martin Boyle (Executive Director)	Wendy Odedina (Executive Assistant)
Penny Davis (Board Secretary)	Sue Roberts (PM Environment & Sustainability) (items 1-8 only)
Jim Godfrey (Finance and Resources Director)	Jon Vincent (Principal Glasgow Clyde College)
Apologies	
David Brown	Derek Smeall (Principal, GKC)
Janie McCusker (Board Chair)	Anwulika Umeh (Co-opted Member)
Paul Little (Principal, CoGC)	

1. Introduction and Welcome

Paper Number: Verbal

1.1 Discussion

The Chair welcomed members and attendees to the meeting particularly new committee members Paul Smart and Johanna Thompson.

She also welcomed Sue Roberts, newly appointed Project Manager for Environment and Sustainability.

2. Apologies

Paper Number: Verbal

2.1 Decision

Apologies were received for Dave Brown, Janie McCusker, Paul Little, Derek Smeall and Anwulika Umeh.

It was noted that Paul Smart would join the meeting late.

3. Declarations of Interest

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

Paper Number: Verbal

4.1 The Chair advised members of the following meetings she had undertaken since the last meeting:

- Board Meetings (June and August)
- Strategic Planning Day
- Committee Chairs meeting with Board Chair
- Induction meetings with new committee members
- Review meeting with co-opted committee member

5. Minute of the Committee Meeting held on 9 March 2021

Paper Number: PRC1-A

5.1 Decision

The minute of the previous meeting was **agreed** an accurate record.

6. Decisions via Scheme of Delegation

Paper Number: PRC1-B

6.1 Decision

The Executive Director presented the paper which detailed the decisions taken by the Executive Director since the last meeting of the Committee as follows:

- allocation of targets for Flexible Workforce Development to each Glasgow college for 2021-22; and
- allocation of additional funds for counsellors to each college in Glasgow for 2021-22.

7. Covid-19 Update

Paper Number: Verbal

7.1 Discussion

The Executive Director provided a verbal update on Covid-19 within the colleges noting the message from Scottish Government to maintain a cautious approach. He noted that the

Glasgow colleges continue to increase their numbers on campus gradually, with significant efforts going into planning and support.

7.2 Decision

The Committee **noted** the verbal report.

8. Environment and Sustainability Presentation

Paper Number: Powerpoint Presentation

8.1 Discussion

The Project Manager for Environment and Sustainability provided a presentation to the Committee on her work since taking up post in the summer detailing the regional approach, the opportunity for sector leadership, and the operational cross-college workstreams she hopes to embed to deliver the regional strategy.

The Committee welcomed the presentation and noted the work already underway within the colleges since the appointment of the Project Manager. They discussed priorities for this work, supporting the suggestion that this should be in learning and teaching and behaviour change.

8.2 Decision

The Committee **noted** the presentation and their support for this work.

9. Outcome Agreement Evaluation 2020-21

Paper Number: PRC1-C

9.1 Discussion

The Executive Director provided an overview of the paper explaining this is the evaluation of activity undertaken in 2020-21, referred to as an 'emergency year' as a result of the Covid-19 pandemic.

He noted that the headline message is very good with the region being very close to its credit target despite the challenging circumstances. He noted that the impact of Covid-19 on specific measures is reflected in the narrative.

9.2 Decision

The Committee **noted** the contents of this progress report.

10. Capital Funding 2020-21

Paper Number: PRC1-D

10.1 Discussion

The Finance and Resources Director presented the report on capital funding for 2020-21 noting that City of Glasgow College and Glasgow Clyde College have requested carry forward of funding as a result of Covid-19 delays.

10.2 Decision

The Committee **noted** the progress made by the colleges in respect of the capital projects in the financial year 2020-21.

11. Flexible Workforce Development Fund 2020-21

Paper Number: PRC1-E

11.1 Discussion

The Finance and Resources Director provided an overview of the report noting activity in this area has been significantly impacted by Covid-19 with a large amount still to be progressed from the previous years' allocations.

As previously advised to the Committee, work is ongoing to deliver activity spanning 3 financial years and through 3 tranches of funding. It was noted that the GCRB Executive is working closely with college colleagues and is in dialogue with the SFC and the Scottish Government, as well as the rest of the sector, on this matter. They will continue to monitor risk and report on this matter.

11.2 Decision

The Committee **noted**:

- Of the 2019-20 allocation (£1,919,00), training totalling £1,569,000 had been delivered/commenced at 31 July 2021, with a further £228,000 contractually agreed.
- A further £2,878,000 of Flexible Workforce funding was allocated to the Glasgow college region for 2020-21. Of this, training to the value of £798,000 had been delivered at 31 July 2021, with a further £1,530,000 contractually agreed.
- £672,000 of the available funding is unlikely to be delivered, and at risk of being lost to the Glasgow college region. This is because the activity was not contractually agreed at 31 July 2021. This is principally the result of Glasgow Clyde College delivering less activity than its target.

12. GCRB Running and Programme Costs 2020-21

Paper Number: PRC1-F

12.1 Discussion

The Finance and Resources Director presented the report noting the pension costs that will come through on the final regional statutory accounts.

12.2 Decision

The Committee **noted** that the position for 2020-21 shows a modest surplus. This has been carried forward and resulted in a reduction in the GCRB allocation for 2021-22 (as per the agreed budget).

13. Outcome Agreement 2021-22

Paper Number: PRC1-G

13.1 Discussion

The Executive Director presented the Outcome Agreement 2021-22 for consideration. It was noted that further work is still required to be undertaken with the colleges therefore a further draft will be submitted to the Committee before seeking a recommendation to the Board.

The Executive Director explained that this document is still within the emergency years category and is setting outcomes for funding that has already been received. It is therefore aligned to the existing regional strategy and SFC guidelines. He noted that a new style of report is expected for 22-23 with guidance awaited from the SFC.

The Committee recognised the hybrid nature of this document and the circumstances within which it was being presented. They encouraged as much flexibility as possible with the region's resources, as has been utilised effectively in previous years, and it was agreed to make this more explicit within the document.

13.2 Decision

The Committee **noted** progress on the Outcome Agreement 2021-2022.

The Committee **approved** the following process for progressing the Outcome Agreement:

- Draft shared with committee by correspondence for comment and completion by mid-October;
- Outcome Agreement 2021-2022, including any feedback, shared with GCRB Board Monday 29 November 2021 for approval;
- Outcome Agreement 2021-2022 shared with SFC Tuesday 30 November 2021.

14. Capital Funding 2021-22

Paper Number: PRC1-H

14.1 Discussion

The Finance and Resources Director presented the report noting that project teams are in place at Glasgow Clyde and Kelvin Colleges and progress will continue to be reported.

14.2 Decision

The Committee **noted** the progress made by the colleges in respect of the capital projects in the financial year 2021-22.

15. Long Term Agenda

Paper Number: PRC1-I

15.1 Discussion

The Committee **agreed** the long-term agenda.

16. Review of Disclosable Status

Paper Number: Verbal

16.1 Decision

The Board Secretary confirmed the following papers as non-disclosable:

- Paper G ROA 21-22.

17. Date of Next Meeting

Paper Number: Verbal

17.1 Decision

The date of the next meeting was confirmed as 8 December 2021, which is one week earlier than previously advised date. It was agreed to write to members to confirm this.