

**Draft Minute of the Performance and Resources Committee held on Wednesday 9 June 2021**

<b>Present</b>	
Caroline MacDonald (Chair)	Moira Connolly
Paul Buchanan	Nicolas Garcia
<b>In Attendance</b>	
Martin Boyle (Executive Director)	Wendy Odedina (Executive Assistant)
Penny Davis (Board Secretary)	Derek Smeall (Principal, GKC)
Jim Godfrey (Finance and Resources Director)	Anwulika Umeh (Co-opted Member)
Paul Little (Principal, CoGC)	Janet Thomson (Vice Principal, GCC)
Janie McCusker (Board Chair)	
<b>Apologies</b>	
David Brown	Jon Vincent
Sheila Meikle	

## **1. Introduction and Welcome**

Paper Number: Verbal

### **1.1 Discussion**

The Chair welcomed members and attendees to the meeting, noting Janet Thomson attending on behalf of Jon Vincent.

The Chair noted that this is her last meeting before her term on the board comes to an end and that the Board Chair will take a recommendation to the Board for Moira Connolly to take up the role of P&R Committee Chair.

## **2. Apologies**

Paper Number: Verbal

### **2.1 Decision**

Apologies were received for Dave Brown and Sheila Meikle was not in attendance.

It was noted that Nicolas Garcia would join the meeting late.

### 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.

The assigned college Principals declared an interest in matters relating to funding of the colleges.

### 4. Chair's Business

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Paper Number: Verbal

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

- Non-Exec members phase 2 review workshop;
- Review workshop with SFC;
- Committee Chairs meeting with Chair;
- External Effectiveness Review Feedback session.

### 5. Minute of the Committee Meeting held on 31 March 2021

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Paper Number: PRC5-A

#### 5.1 Decision

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

The committee asked the GCRB Executive to consider the introduction of a separate matters arising paper.

### 6. Covid-19 Update

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Paper Number: Verbal

#### 6.1 Decision

The Executive Director provided a verbal report on Covid-19 implications on colleges including completion of courses for this academic year and recruitment for next academic year.

The college representatives provided further detail and assurances to the committee on the work within their respective colleges acknowledging the outstanding efforts of their staff to finish as many courses as possible and develop new ways of working moving forward.

The Chair of the Board also noted the recent Education Scotland report recognising the response of colleges and noted her acknowledgement of this work.

## 7. Interim Outcome Agreement 2020-21

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Paper Number: PRC5-B

### 7.1 Discussion

The Executive Director provided an overview of the paper noting that it attempts to capture the scale of the challenges throughout this year whilst also recognising an improving position.

The Committee discussed the need to review the effect of the pandemic on specific targets at an appropriate point in the future, with comparisons across the sector.

### 7.2 Decision

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

Nicolas Garcia joined the meeting at this stage.

## 8. Capital Funding 2020-21

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Paper Number: PRC5-C

### 8.1 Discussion

The Finance and Resources Director provided an introduction to the paper noting progress on works at Glasgow Clyde College and near completion of all works at Glasgow Kelvin College. He noted that the request from Glasgow Clyde College to the SFC to carry forward funds has been approved and that a request has also been made by City of Glasgow College to carry forward funding, a decision for which is awaited.

The Vice-Principal from Glasgow Clyde College provided further detail on the projects at Clyde College noting these should be complete by end of July with the exception of the student space which is now expected to be into the start of the academic session.

The Principal of City of Glasgow College confirmed that no response had been received from SFC with regard to their carry over request however he does not foresee this being an issue.

### 8.2 Decision

The Committee **noted** the progress made by the colleges in respect of the capital projects in Financial Year (FY) 2020-21.

## 9. Flexible Workforce Development Fund 2020-21

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Paper Number: PRC5-D

### 9.1 Discussion

The Finance and Resources Director spoke to the report highlighting the same headline points as previously reported to the committee regarding the backlog of activity and level of funding not contracted.

The committee discussed the need for flexibility and agility with this funding and encouraged all members and Principals to continue to advocate for this.

## 9.2 Decision

The Committee **noted**:

- A total of £1,981,000 of Flexible Workforce activity (from the 2019-20 allocation) was contracted/agreed at 24 May 2021.
- Of the 2019-20 allocation, training totalling £1,428,000 had been delivered/commenced at 24 May 2021, leaving £491,000 of activity still to be delivered in the remainder of 2020-21.
- A further £2,878,000 of Flexible Workforce funding has been allocated to the Glasgow college region for 2020-21. Of this, training to the value of £484,000 had been delivered at 24 May 2021, leaving £2,394,000 of activity still to be delivered in the remainder of 2020-21.

The potential value of FWDF activity to commence between 24 May 2021 and 31 August 2021 is therefore £2,885,000.

## 10. GCRB Running and Programme Costs 2020-21

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Paper Number: PRC5-E

### 10.1 Discussion

The Finance and Resources Director presented the running costs report for 2020-21. He provided clarification on the child poverty spend noting the late approval of this project by SFC as the cause for how this might be interpreted within the report.

### 10.2 Decision

The Committee:

- **noted** that the forecast position for GCRB Running Costs 2020-21 is similar to the original budget with a small overspend;
- **noted** the forecast saving in GCRB Programme Costs 2020-21;
- **agreed** to recommend that the Board approves a transfer of £25,000 from the Programme of Action Budget to the Running Costs Budget for 2020-21.

## 11. Outcome Agreement 2021-22

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Paper Number: PRC5-F

### 11.1 Discussion

The Executive Director noted that guidance is still awaited on the format of formal reporting for next academic year however the report is based on what is anticipated will be required. The report is therefore presented as a position towards a completed document.

The committee discussed retaining as much flexibility as possible with regard to priorities and commitments. They also discussed the need to review the regional strategy in order to be able to prioritise effectively.

The Chair of the Board informed members there will be a strategic planning day in September and that this is a high priority matter for the board.

The committee noted they would wish to include the new student committee member early in the ongoing development of this document as guidance is received.

Some suggestions to include within the document included flagging problematic matters more clearly, highlighting ESOL more fully (noting its inclusion within the Programme of Action) and including more references to environmental sustainability and engagement with COP26.

### 11.2 Decision

The Committee **discussed** and **noted** the contents of the progress report and noted the matter regarding delegation of authority would be taken under item 15 on the agenda.

## 12. College Capital Plans 2021-22

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Paper Number: PRC5-G

### 12.1 Discussion

The Finance and Resources Director provided an introduction to the paper noting it has been produced further to the request of the committee at its last meeting. He noted that the report provides a summary from each college that he would expect to be linked to each colleges' curriculum strategy.

The committee thanked college colleagues for the information provided which they noted related primarily to high priority maintenance. They discussed their desire moving forward to have the ability to make capital decisions on an educational strategic basis and with an updated condition survey.

### 12.2 Decision

The Committee **noted** the capital plans of the Glasgow colleges for 2021-22.

### 13. Final Funding Allocation 2021-22

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Paper Number: PRC5-H

#### 13.1 Discussion

The Finance and Resources Director presented the final funding allocations for 2021-22 referring members to the paper which highlighted the changes from the indicative allocation.

He noted that there has been substantial consultation with college colleagues and that consensus has not been reached unanimously. He stated that the proposed allocation is therefore the GCRB Executive's optimum proposal for a fair and equitable allocation.

#### 13.2 Decision

The Committee:

- **Noted** the Final Funding Allocations for 2021-22 that were issued by the Scottish Funding Council (SFC) on 27 May 2021,
- **Determined** the final regional allocations for 2021-22, and in particular the changes to the indicative allocations, and
- **Agreed to recommend** that the Board approve the final allocations for 2021-22 at its meeting on 19 June 2021.

### 14. Emergency/Urgent Decision Making Arrangements

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Paper Number: PRC5-I

#### 14.1 Discussion

The Board Secretary provided an overview of the paper regarding potential options to recommend to the board regarding delegation of decision making on funding matters.

They discussed potentially more efficient means of achieving an appropriate level of approval for additional SFC funding allocations, subsequent to the primary funding allocation to the region, and for the reallocation, where necessary, of funds previously allocated by GCRB, taking account of factors including whether the decision was judged contentious or there was a common position among assigned colleges who would be affected by the decision.

#### 14.2 Decision

The Committee agreed that the Board Secretary should present a revised process for board consideration based on the principles discussed regarding an appropriate level of approval for additional funding allocations and reallocation of previously allocated funds.

## **15. Long Term Agenda**

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Paper Number: PRC5-J

### **15.1 Discussion**

The committee agreed the long term agenda.

## **16. Review of Disclosable Status**

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Paper Number: Verbal

### **25.1 Decision**

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

PRC5-H Final Funding Allocation 2020-21

PRC5-I Emergency/Urgent Decision Making Arrangements

## **17. Date of Next Meeting**

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Paper Number: Verbal

### **26.1 Decision**

The date of the next meeting was confirmed as September 2021 subject to confirmation of the board calendar at the full board meeting.

As this was her last meeting, the Committee Chair wished to record her thanks to members and staff for their support and contributions to the Committee.

The Chair of the Board wished to formally acknowledge the excellent work of the Committee Chair during her term on the Board and the considerable contribution she made to the Board and the region as a whole.