

Draft Minute of the Performance and Resources Committee held on Thursday 7 June 2018

Present	
Frank Coton (Chair)	Alastair Milloy
Paul Buchanan	Jim O’Donovan
Caroline MacDonald	
In Attendance	
Robin Ashton (Executive Director)	Wendy Odedina (Executive Assistant)
Penny Davis (Board Secretary)	Sheila Lodge, Depute Principal, CoGC
Jim Godfrey (Finance and Resources Director)	Alan Sherry, Principal, GKC
Janie McCusker (Chair of the Board)	Jon Vincent, Principal, GCC
Gillian Plunkett (Regional Lead for Student Experience)	
Apologies	
Megan Cartwright	

1. Introduction and Welcome

Paper Number: Verbal

1.1 Discussion

The Chair welcomed all members to the Committee as well as invited attendees: the Chair of the Board, College Principals from Glasgow Kelvin and Clyde colleges, Depute Principal from City of Glasgow College and the Regional Lead for Student Experience.

It was agreed to take agenda item 9 (d), paper BM5-H, on Student Support Funding at the start of the meeting.

9 (d) Financial Performance 2017-18 – Student Support Funding

Paper Number: PRC5-H

9.1 Discussion

The Regional Lead for Student Experience, Gillian Plunkett presented the report detailing the review undertaken of student support funding across the Glasgow college region, detailing similarities and differences between the colleges, and discussing positive engagement with the SFC and Student Presidents with regard to funding attendance rules.

Gillian outlined next steps and recommendation which she asked the Committee to consider.

The Committee discussed the report in depth, including considering how information can be used more effectively to support the region's aims and strategy with regard to widening access.

9.2 Decision

The Committee **noted** the report and endorsed the proposed next steps.

2. Apologies

Paper Number: Verbal

2.1 Decision

Apologies were noted for Megan Cartwright.

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 Decision

The Chair noted that this was the final Committee meeting of Megan Cartwright and Jim O'Donovan before their tenure on the Board comes to an end, and wished to formally record the Committee's thanks to them both for their contribution.

He also noted that this was his final meeting as Committee Chair and reflected that his time working within the Glasgow College Region had re-affirmed his appreciation of the positive work of colleges. He thanked the Committee for their support to him as Chair.

The Chair of the Board noted that Caroline MacDonald has agreed to take on the position of Performance and Resources Committee Chair for an interim period of 6 months and this would be confirmed at the full board meeting.

On behalf of the Committee, Caroline MacDonald wished to record thanks to Frank Coton for his excellent chairing and leadership of the Committee.

5. Minute of the Committee Meeting held on 7 March 2018

Paper Number: PRC5-A

5.1 Decision

The minute of the meeting held on 7 March 2018 was **agreed** as an accurate record.

6. Regional Outcome Agreement 2017-18 Progress Report

Paper Number: PRC5-B

6.1 Discussion

The Executive Director provided an overview of the ROA 17-18 progress report noting positive progress against target and regional activity to support this work.

He referred to regional working with regard to STEM and the revision of the Glasgow STEM strategy, in line with STEM Foundation re-accreditation and alignment with the Scottish Government's aims in this area. He also referred to updated Education Scotland quality guidance noting that a report on progress will be provided to the September meeting of the Committee.

The Executive Director also noted that additional ESF activity had been offered to the region which he recommended be allocated to City of Glasgow College who were in a position to accept this funding.

6.2 Decision

The Committee **noted** the contents of the progress report and specifically:

- **noted** the evidence provided of the achievement by the Glasgow colleges of targets related to a range of ROA performance measures; and
- **agreed** to recommend to the GCRB Board that City of Glasgow's 2017-18 Credit and Funding allocations are revised to reflect the SFC offer of additional ESF activity.

The Committee **requested** that within the current review of the GCRB scheme of delegation that consideration be given to introducing levels of funding authorisation at Executive, Committee and Board level.

The Committee also **noted** the risk with regard to 'one plus' and asked the Executive to continue to monitor this and engage with SFC as appropriate.

7. Regional Outcome Agreement 2018-19 Final Credit Allocations

Paper Number: PRC5-C

7.1 Discussion

The Executive Director noted that the final credit allocation for 2018-19 for the region had now been formally received and reported that there is no change to the overall allocation for Glasgow.

He explained that all regions are still in discussion with SFC with regard to childcare activity targets and it has been agreed that ROAs will be signed off across the sector on the basis that these are still to be confirmed.

7.2 Decision

The Committee:

- **noted** the final SFC Credit targets for the Glasgow Region;
- **noted** that as the SFC final allocation is unchanged for the indicative allocation, the Credit targets for the Glasgow colleges remain as agreed by Board at its March 26 meeting, with the exception of the Childcare training targets;
- **noted** the changes to the Glasgow Region Childcare training targets and the significant planned growth in this area of provision to meet the Scottish Government's commitment to double the free childcare entitlement by 2020; and
- **noted** that the study level(s) of PDA level Childcare Training Targets have yet to be confirmed with the SFC and that GCRB will sign acceptance of the ROA funding on this basis.

8 Developing Regional Approaches to Student Data Management

Paper Number: PRC5-D

8.1 Discussion

The Executive Director provided an overview of the paper noting the current position with regard to student data management systems within the colleges. He explained that the colleges intend to procure separate systems and are developing a paper for the Committee to demonstrate how regional aims will be supported through this process. The College Principals present also provided further information on the colleges' intentions to procure individual systems.

The Executive Director made reference to the recently issued Learner Journey report which supports regionally co-ordinated developments in this area for multi-college regions.

The Committee expressed their clear view that the collective strategic aims of the regional strategy must be met, specifically improving learner access to, and across, the full regional curriculum offer, alongside supporting more effective regional curriculum planning and

monitoring. They highlighted their concerns with the colleges' current position, and whilst acknowledging the colleges' views with regard to their assessment of risk, value for money, business continuity and end user experience, they wished to receive greater clarity and assurance as to how regional strategic aims will be progressed before any further procurement action is taken.

8.2 Decision

The Committee:

- **noted** that following regional discussions of options, the three Glasgow colleges intend to procure separate MIS systems;
- **noted** that the Glasgow Colleges Group are preparing a paper outlining how, on this basis, they will provide technical solutions to meet agreed regional strategic objectives;
- **requested** that a special meeting of the Performance and Resources Committee is convened to consider this item in more detail before any further action is taken; and
- **noted** the Scottish Government support within their Learner Journey Review Report for the development of coordinated approaches to college application within multi-college regions.

9(a) Financial Performance 2017-18 – Flexible Workforce Development Fund

Paper Number: PRC5-E

9.1 Discussion

The Finance and Resources Director provided an update on the flexible workforce development fund noting that information for 2018-19 is expended in July.

9.2 Decision

The Committee **noted** the report and that the value of training (provided via the Fund) exceeds £0.8m and equates to 44% of the total funds available.

The Committee Chair wished to note thanks to the colleges for their work in this area.

9 (b). Financial Performance 2017-18 - Capital Funding

Paper Number: PRC5-F

9.3 Discussion

The Finance and Resources Director presented the standard update report noting that all projects are now nearing completion.

9.4 Decision

The Committee:

- **noted** the progress made by the colleges in respect of the capital projects in 2017-18; and
- **request** that a further report is provided to the next meeting following conclusion of all the projects.

9 (c). Financial Performance 2017-18 – GCRB Running Costs

Paper Number: PRC5-G

9.5 Discussion

The Finance and Resources Director presented the report on GCRB budget spend to date.

9.6 Decision

The Committee **note** the running costs for 2017-18.

9 (e) Financial Performance 2017-18 – Monitoring Arrangements

Paper Number: PRC5-I

9.7 Discussion

The Finance and Resources Director presented the report which he noted followed on from the paper on this matter at the last meeting of the Committee. He noted that the report provides assurance to the Committee with regard to how GCRB is exercising its functions in this area.

9.8 Decision

The Committee **noted** the financial monitoring activity undertaken in the last two months.

10 (a). Funding 2018-19 – Capital Funding

Paper Number: PRC5-J

10.1 Discussion

The Finance and Resources Director provided an overview of the paper noting that the approach to capital funding for 2018-19 had been primarily dictated by the specific direction of the SFC with regard to high priority areas and therefore there is less opportunity for GCRB discretion in this area.

The Principals from Glasgow Kelvin and Clyde Colleges presented their capital maintenance plans for 2018-19 demonstrating to the Committee that the money received would be directed to the areas identified within the national condition survey. It was noted that Glasgow Kelvin College would not utilise their full potential capital allocation, as some of the high priority works had already been undertaken.

The Executive Director confirmed in his role as accountable officer, that he was content that the plans provided by the colleges met the SFC criteria for use of these funds.

The Committee discussed the use of funds from college Arms Length Foundations and the impact on future capital plans when funds from these foundations may not be available. It was discussed that a regional foundation may be of benefit to support regional projects.

With regard to the development of a regional estates strategy, the Finance and Resources Director noted that the extensive high priority requirements identified by the SFC at the Cardonald campus of Glasgow Clyde College would be of significant importance within the region for 2019-20 onwards. He also noted that GCRB had recently been made aware of an estates development proposal at City of Glasgow College which would also have an impact on the development of a regional estates strategy.

The Depute Principal at City of Glasgow College provided an overview of the college's proposal to repurpose one of its former buildings. She noted that the City of Glasgow College Board had considered the matter on the previous evening, that the proposal was in its development stage, and that the college hoped to secure funding for the project using the proceeds from the sale of the North Hanover Street estate.

The Chair of the GCRB Board, noted that she had also been in attendance at the City of Glasgow College Board as an observer, and that the Board were presented with a business case on this matter.

The Finance and Resources Director stated, as a point of clarification, that it was GCRB's current understanding that proceeds from the sale of former college buildings would be returned to the SFC.

The Principals from Glasgow Kelvin and Glasgow Clyde Colleges raised significant concerns on this matter and its relation to the Curriculum and Estates Plan that had been previously agreed between the three colleges, GCRB and SFC.

The Committee noted their concern with the lack of early communication and consultation on this potentially significant regional project.

10.2 Decision

The Committee:

- **noted** the review of Capital Funding for 2017-18 and the approach to Capital Funding for 2018-19;
- **considered** the capital maintenance development plans submitted by Glasgow Clyde College and Glasgow Kelvin College;
- **requested** that the Chair of the Board write to the Chair of the City of Glasgow College Board requesting that the estates proposals should be presented to GCRB, prior to any discussion with the Scottish Funding Council, to enable full regional consideration of the proposals.

10 (b). Funding 2018-19 – Final Funding Allocation

Paper Number: PRC5-K

10.3 Discussion

The Finance and Resources Director presented the paper noting no significant changes to the indicative allocation.

10.4 Decision

The Committee:

- **noted** the Final Funding Allocations for 2018-19 issued by the SFC;
- **noted** that Glasgow Kelvin College are unable to spend £681,000 of the original capital allocation (in accordance with the Scottish Funding Council's criteria);
- **requested** that the Executive Director develops a proposal in respect of the £681,000 capital allocation and provides this to the Committee for consideration; and
- **agreed to recommend** to the Board that it approve the Regional Funding Allocations for 2018-19 on 18 June 2018.

10 (c). Funding 2018-19 – GCRB Budget

Paper Number: PRC5-L

10.5 Discussion

The Finance and Resources Director presented the GCRB budget for 2018-19 for the Committee's consideration and recommendation to the Board.

10.6 Decision

The Committee **agreed to recommend** to the Board the approval of the budget for 2018-19.

10 (d). Funding 2018-19 – Funding Approaches

Paper Number: PRC5-M

10.7 Discussion

The Finance and Resources Director provided an overview of the paper noting that it had been prepared following discussions at the last meeting of the Committee with regard to funding approaches for the future. He noted the various discussions taking place on this matter in the sector currently and that it was a good opportunity for Glasgow to consider its position.

10.8 Decision

The Committee:

- **noted** the recent developments in respect of the national funding formula;
- **supported** the proposal to hold a workshop to consider future funding approaches;
- **agreed** to liaise with members to agree a date to host the workshop; and
- **agreed to invite** members of the full GCRB Board to attend the workshop.

11. Shared Data Protection Officer

Paper Number: PRC5-N

11.1 Discussion

The Finance and Resources Director noted the appointment of Mairead Wood as Data Protection Officer for the Glasgow College Region with effect from 21 May 2018.

11.2 Decision

The Committee **noted** the report.

12. Long Term Agenda

Paper Number: PRC5-O

12.1 Discussion

The Committee agreed the long term agenda noting the previous action regarding an additional meeting with regard to student data management.

It was also noted that the September agenda was very full and this should be considered with the new Interim Committee chair.

13. Date of Next Meeting

13.1 Discussion

The date of the next meeting was confirmed as Wednesday 26 September.