

Draft Minute of Board Meeting held on Monday 30 October 2023

Present	
Janie McCusker (Chair)	Alastair Milloy
Des McNulty (Vice Chair)	David Newall
Alisdair Barron	Ian Patrick
Chris Bones	Sakshi Sircar
Moira Connolly	Paul Smart
Clare Ireland	Martina Tuskova
Ed McGrachan	Verity Watson
In Attendance	
Martin Boyle (Executive Director)	Wendy Odedina (Executive Assistant)
Penny Davis (Board Secretary)	Leo Subido (Chair GCRSE)
Jim Godfrey (Finance and Resources Director)	Jon Vincent (Principal, GCC)
Breea Keenan (Communications Lead)	
Apologies	
Helyn Gould	Paul Little (Principal CoGC)
Emma Leslie	Jill Montgomery (EIS FELA)
Sheila Meikle	Derek Smeall (Principal GKC)
Sue Roberts (PM Environment and Sustainability)	Chris Greenshields (Unison)

1. Introduction

Paper No: Verbal

1.1 Discussion

The Chair welcomed members and attendees to the meeting, particularly the new student board member Martina Tuskova, as well as Leo Subido Chair of the Glasgow Colleges' Regional Student Executive.

She thanked the Chair and Principal of Glasgow Clyde College for hosting the meeting.

2. Apologies

Paper No: Verbal

2.1 Discussion

Apologies were noted for Helyn Gould, Emma Leslie, Sheila Meikle, Derek Smeall, Paul Little, Jill Montgomery and Chris Greenshields.

3. Declarations of Interest

Paper No: Verbal

3.1 Discussion

The Chair notified members that it is each member's personal responsibility to indicate at any time 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 and chairs declared an interest in item 14, the student mental health funding allocation.

4 Chair's Business

Paper No: Verbal

4.1 Discussion

The Chair referred to the morning risk register workshop facilitated by the internal auditor and also the external presentations from College Scotland and Scottish Poverty and Inequality Research Unit. She noted formal thanks for members' input to these sessions.

With regard to the Glasgow regional review, she noted that she and the Executive Director continue to engage with the Scottish Government and Scottish Funding Council however no further update is available at this stage.

The Chair sought agreement of the board to continue the co-option of Anwulika Umeh to the Performance and Resources Committee.

The Chair of the Nominations and Remuneration Committee noted that the N&R committee had discussed succession planning for the board chair as her term of office is due to end in January 2024. He noted that the committee had asked that a suggestion be made to the Scottish Government to extend the current Chair's term of office on an interim basis.

The Board Chair noted that she has been in dialogue with the Scottish Government on succession planning and provided assurance that the Scottish Government are aware of timelines and are seeking to make appropriate arrangements to ensure the board has a chair in post for January 2024.

4.2 Decision

The board **noted** the update and **approved** the continued appointment of Anwulika Umeh as a co-optee of the Performance and Resources Committee.

5 Executive Director's Business

Paper No: Verbal

5.1 Discussion

The Executive Director provided a verbal report on his key areas and his recent internal and external engagement.

5.2 Decision

The board **noted** the verbal report.

6 Minute of Previous Meetings

Paper No: BM1-A

6.1 Decision

The minute of the meeting held on 19 June 2023 was **agreed** as an accurate record.

7 Matters Arising

Paper No: BM1-B

7.1 Discussion

The Executive Director presented the matters arising paper detailing progress and completion of previous actions.

7.2 Decision

The board **noted** progress against actions agreed at earlier meetings.

8 Decisions via Scheme of Delegation

Paper No: BM1-C

8.1 Discussion

The Executive Director confirmed for the record the decisions he had taken since the last meeting of the board through the scheme of delegation.

8.2 Decision

The board **noted** the decision taken on the additional allocation of £639,908 to address digital poverty issues, and £84,500 to fund access to free period products. Both sets of funding are for the current academic year, 2023-2024.

10 Risk Register

Paper No: Verbal

10.1 Discussion

The Finance and Resources Director summarised the outcome of the morning risk register workshop noting that the board have requested a simplification of the current risk register to enable them to focus on key risks.

He noted that the board suggested splitting the risk register into three sections: GCRB risks; collaborative risks and strategic risks.

It was noted that the board also suggested a review of the strategic plan to ensure alignment between the strategic plan and the risk register.

10.2 Decision

It was **agreed** that the Executive Director and Finance and Resources Director should present a revised draft risk register to the January meeting of the board for consideration.

11 Regional Strategy – Operational Plan Update

Paper No: BM1-D

11.1 Discussion

The Executive Director presented the report speaking to the activity plan tracker and progress made. He noted that this is intended to be GCRB led activity and timelines will be included for the next iteration of the report.

The board discussed the section on stakeholder engagement and suggested that a stakeholder engagement event be hosted by GCRB.

11.2 Decision

The board **noted** the updated activity plan tracker, acknowledging that it is a live, internal document which will be updated as activity and priorities emerge. The board provided feedback on the format of the tracker to enable a full working version to be developed for future reporting.

12 Outcome Agreement 2022-23 Evaluation

Paper No: BM1-E

12.1 Discussion

The Executive Director presented the paper and it was noted that this paper was for approval rather than information as noted on the cover sheet.

He noted that the paper had been endorsed by the Performance and Resources Committee.

12.2 Decision

The board **noted** the available data presented as outcomes for 2022-23 and **approved** this for submission to the SFC. They noted that a further review of 2022-23 activity will be provided once colleges have completed their individual evaluative work.

13. Outcome Agreement 2023-24

Paper No: BM1-F

13.1 Discussion

The Executive Director presented the draft outcome agreement 2023-24 for board approval noting that this has been developed with college colleagues and has been endorsed by the Performance and Resources committee for approval.

13.2 Decision

The board **approved** the completed Glasgow Region Outcome Agreement 2023-2024 and its submission to Scottish Funding Council.

14. Student Mental Health and Wellbeing Transition Fund 2023-24

Paper No: BM1-G

14.1 Discussion

The principals and assigned college chairs declared an interest in this item and it was agreed that they would leave the room for this item as per the requirements of the code of conduct.

Before leaving, the Principal of Glasgow Clyde College provided an update from a national perspective on funding for mental health as the lead Principal for the sector in this area.

The Executive Director provided an overview of the rationale for the methodology that has been used in the past for this allocation in giving an equal share to each college to equate to one FTE counsellor post. He noted that this allocation is being brought forward to the board as one of the colleges has requested a change to the funding methodology to allocate by credits.

The board discussed the allocation and the pros and cons of the funding methodology. On balance, and given it is the final year of this funding stream, it was noted that as a precedent has been

set and to ensure continuity, then the funding methodology should remain consistent with previous allocations.

It was noted that it would be beneficial to gather data on how the funding has been spent by the colleges in order to help inform decisions on any future use of funding that may be related to this area.

14.2 Decision

The board **approved** the allocation of £306,960 in respect of funding to support student mental health and wellbeing, and the distribution of funds, to the three Glasgow colleges for 2023-24.

15. Governance Report: Items from Committees

Paper No: BM1-H

15.1 Discussion

The board secretary presented the paper outlining some matters for the board's attention arising from meetings of the audit and assurance committee and nominations and remuneration committee.

15.2 Decision

The Board **noted** the nomination of Martina Tuskova and Emma Leslie to serve as student members of GCRB during 2023-24, and the nomination of Leo Subido to serve as Chair of the Glasgow Colleges Regional Student Executive.

With reference to the committee minutes, the board:

- **noted** the policy review update from Audit & Assurance Committee; and
- **noted** the following items from Nominations & Remuneration Committee:
 - schedule of evaluation activity 2023-24
 - status report on Scottish Government college governance developments.

16. Systems of Internal Control

Paper No: BM1-I

16.1 Discussion

The Finance and Resources Director presented the paper for board approval prior to the consideration of the annual report and regional consolidated financial accounts which will be presented to the board in January.

He noted that the document is best practice and provides a useful checklist for the GCRB executive to work through to provide assurances to the board on its systems of internal control.

16.2 Decision

The board **approved** the annual review of the systems of internal control.

17. GCRSE Update

Paper No: Verbal

17.1 Discussion

The Chair of the GCRSE provided a verbal report to the board outlining that the three Student Presidents are seeking to work regionally to carry out a student survey on mental health, linked with more information on minority groups.

The board welcomed the student survey and provided some advice around incentivising responses.

The Principal of Glasgow Clyde College agreed to provide details of the lead researcher of the thriving learners report who may be able to assist with this survey, and it was also suggested that the group may wish to contact SPIRU who also may be able to help with this project.

17.2 Decision

The board **noted** the report and it was agreed that an update would be presented at the next meeting of the board.

It was **agreed** that the GCRB Executive would support the GCRSE with this work should they wish.

18. Communications Update

Paper No: BM1-J

17.1 Discussion

The Board **noted** the report.

19. Use of Delegated Authority

Paper No: BM1-K

19.1 Discussion

The Board **noted** the report.

20 Committee Matters

Paper No: BM1-L, M, N

20.1 Discussion

The Board **noted** the draft minutes from committees.

21. Long Term Agenda

Paper No: BM1-O

20.1 Discussion

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

21. Review of Disclosable Status

Paper No: Verbal

21.1 Discussion

The board secretary confirmed the disclosable status of the papers noting papers D, F and N as non-disclosable.

22. Date of Next Meeting

Paper No: Verbal

22.1 Discussion

The date of the next meeting was confirmed as Monday 29 January 2024