

## Draft Minute of Board Meeting held on Monday 19 April 2021

<b>Present</b>	
Janie McCusker (Chair)	Ed McGrachan
Alisdair Barron	Maureen McKenna
Dave Brown	Alastair Milloy
Paul Buchanan	David Newall
Moira Connolly	Ian Patrick
Lesley Garrick	Sissa Rasmussen
Alastair Milloy	Jackie Russell
Clare Ireland	Sheila Meikle
<b>In Attendance</b>	
Martin Boyle (Executive Director)	Paul Little (Principal CoGC)
Frances Curran (EIS FELA)	Wendy Odedina (Executive Assistant)
Penny Davis (Board Secretary)	Derek Smeall (Principal GKC)
Lauren McLaren (Student President GKC)	Jon Vincent (Principal GCC)
Jim Godfrey (Finance and Resources Director)	John Keenan (Environmental Sustainability Manager)
Breea Keenan (Communications Lead)	
<b>Apologies</b>	
Nicolas Garcia	Chris Greenshields (Unison)
Caroline MacDonald	

### 1. Introduction

Paper No: Verbal

#### 1.1 Discussion

The Chair welcomed members and attendees to the meeting.

### 2. Apologies

Paper No: Verbal

#### 2.1 Discussion

Apologies were received for Caroline MacDonald, Nicolas Garcia 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 to the Chair 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 college chairs and principals noted an interest in the allocation of funding paper.

Alastair Milloy declared an interest in item 19 and it was agreed to take this item at the end of the meeting when he would leave the meeting.

#### **4. Chair's Business**

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Verbal

##### **4.1 Discussion**

The Chair detailed the various meetings she had held since the last meeting of the board with internal and external stakeholders.

#### **5. Executive Director's Update**

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Paper No: Verbal

##### **5.1 Discussion**

The Executive Director provided update on his activity since last meeting and introduced John Keenan, the newly appointed Environmental Sustainability Manager.

#### **6. Minute of Board Meeting held on 25 January 2021**

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Paper No: BM7-A

##### **6.1 Decision**

The minute of the meeting held on 25 January 2021 was agreed as an accurate record.

#### **7. Decisions by Correspondence**

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Paper No: Verbal

##### **7.1 Decision**

The Chair noted for the record the following decisions taken by the Board via correspondence:

On 5 February 2021, the board:

- **agreed** to the allocation of the additional funds to support the student associations of each college in Glasgow,
- **agreed** to the revised allocation of additional funding to support National Transition Training Fund and Young Persons Guarantee Funding. (*Please note that this decision is subject to revision – see item 14 on this agenda*)

On 22 February 2021, the board:

- **agreed** the allocation of the additional student support funds to each college in Glasgow.

The Chair noted the increased use of decisions by correspondence that have been taken lately by the board and its committees. She noted that whilst these have all been in line with

GCRB's board regulations, there has been an increase in their use due, in part, to additional funding becoming available at short notice as a result of Covid-19.

She explained that the use of decisions via correspondence and delegations to committees has been considered by the Performance and Resources Committee, in relation to funding matters, and the GCRB Executive have been tasked to review the current arrangements for future board consideration.

## **8. Matter Arising**

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Paper No: BM7-B

### **8.1 Discussion**

The Executive Director presented the matters arising paper noting all complete.

### **8.2 Decision**

The board **noted** the Action Monitoring Log.

## **9. Review of Coherent Provision and Sustainability of the Glasgow College Region – Phase 2 Report**

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Paper No: BM7-C

### **9.1 Discussion**

The Executive Director provided an overview of the report which he noted included guidance from SFC, key themes on measuring success and an introduction to the consideration of future organisational models. He referred to the substantial internal stakeholder engagement that had been undertaken by the Chair of the Board and himself during phase 2 and referred members to the notes of these meetings within the report. The Executive Director spoke to the principle recommendation for the next stage of review where he proposed the development of a business case for feasibility studies.

The Board discussed the non-disclosable status of the review reports with college chairs asking for permission to share with assigned college board members on a confidential basis. It was also suggested it may be beneficial for the Board Chair and Executive Director to meet with college boards to update them on the process and next steps.

The Board discussed the proposal for full feasibility studies and considered the timescales of this type of exercise. It was proposed that an options appraisal may be more appropriate, considering the financial and timing implications of feasibility studies, which would still provide the board with the level of information it requires.

### **9.2 Decision**

The board:

- **noted** the phase two interim report, and **approved** its submission to Scottish Funding Council;
- **approved** the proposed continued engagement activity and timeline;

- **approved** the report being shared with college boards on a confidential basis;
- **requested** that the GCRB Executive move towards the development of an options appraisal rather than feasibility studies; and
- **approved** an additional GCRB board meeting if required before June.

## **10. Risk Register**

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Paper No: BM7-D

### **10.1 Discussion**

The Executive Director presented the risk register drawing members' attention to the proposed changes for board consideration outlined in the paper. He noted that the proposed changes reflect the 'emergency years' regional outcome agreement arrangements in light of Covid-19, and additional funding being announced with short timeframes for delivery.

### **10.2 Decision**

The board **noted** the position of the current risk register and **approved** the recommended changes to the GCRB Risk Register.

## **11. Outcome Agreement 2021-22**

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Paper No: BM7-E

### **11.1 Discussion**

The Executive Director provided an overview of the paper noting that guidance has not been received from SFC with regard to outcome agreement for 2021-22 therefore the report has been compiled based on national policy drivers and anticipated areas that the GCRB Executive expect to have to report on.

### **11.2 Decision**

The board **noted** progress towards development of Glasgow Region Outcome Agreement for 2021-22.

## **12. Indicative Funding Allocations 2021-22**

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Paper No: BM7-F

### **12.1 Discussion**

The Finance and Resources Director presented the indicative funding allocation for 2021-22 from the SFC and the proposed allocation for the Glasgow region. He noted that the proposed allocation for the region broadly follows the national allocation method and that utilised previously by GCRB. He noted that there are discussions on changes to the national funding model and this may have an impact on future strategic direction.

It was noted that the proposed allocation has been considered by the Performance and Resources Committee and recommended for approval. The Finance and Resources Director noted that some small changes have been incorporated subsequent to this meeting following

discussions with finance colleagues within the colleges. He explained that further work will take place over May and June before a final allocation is brought back to the June meeting of the Performance and Resources Committee and Board.

The board discussed the matter of deferred students and how this might impact the allocation of funding for the next academic session. The Principals provided assurances on work being undertaken to help students complete and creative ways they are adapting to deal with the complexities and challenges as a result of the Covid-19.

It was agreed that regional approaches and collaboration should be maximised where they can benefit students, staff and colleges.

## **12.2 Decision**

The board:

- **noted** the Indicative Funding Allocations for 2021-22 that were issued by the Scottish Funding Council (SFC) on 24 March 2021.
- **noted** the Indicative Funding Allocations 2021-22 (Glasgow Region) that were approved by the GCRB Performance and Resources Committee on 31 March 2021.
- **approved** the minor amendments to the Indicative Funding Allocations 2021-22 (Glasgow Region).
- **determined** the indicative funding allocations for 2021-22.
- **requested** that the final allocations for 2021-22 are considered by the Performance and Resources Committee at its next meeting.

## **13. GCRB Budget 2021-22**

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Paper No: BM7-G

### **13.1 Discussion**

The Finance and Resources Director presented the GCRB Budget for 2021-22 noting table 1 as the running costs and table 2 as the Programme of Action costs.

### **13.2 Decision**

The board **approved** the GCRB Budget for 2021-22.

## **14. Recommendations from P&R Committee**

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Paper No: BM7-H

### **14.1 Discussion**

In the absence of the Committee Chair, Paul Buchanan as a member of the Committee presented the recommendations from the Performance and Resources Committee which he noted mainly related to additional funding that had been received from the SFC at short notice.

### **14.2 Decision**

The board **approved** the:

- revised allocation of additional funding to support National Transition Training Fund and Young Persons Guarantee Funding for 2020-21.
- allocation of £277,000 to City of Glasgow College in respect of the Scottish Teachers' Superannuation Scheme for 2020-21.
- allocation of £84,500 in respect of the Sanitary Products for 2020-21.
- allocation of £2,945,650 to the three Glasgow colleges in respect of the Covid-19 Support for the Financial Year (FY) 2020-21; and the
- allocation of £199,384 to City of Glasgow College in respect of income lost in providing student accommodation rent rebates in the Financial Year (FY) 2020-21.

## **15. Board Evaluation Report 2020-21**

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Paper No: BM7-I

### **15.1 Discussion**

The Board Secretary spoke to the paper which she noted should be considered alongside item 16, the External Evaluation Review.

She spoke to the evaluation activity that been undertaken during the current academic year and invited members to consider the recommendations from the external evaluation review for inclusion within development activities for the next academic year and beyond.

Members were broadly in agreement with the majority of recommendations from the external evaluation review. Members discussed the recommendation relating to an HR strategy and also a Learning and Teaching Committee with some members feeling that these would add a layer of bureaucracy to the work already being undertaken by college boards. It was discussed however that the core legislative purpose of the GCRB is to secure the coherent provision of high quality higher and further education and the strategic planning of provision, and there may be an opportunity to focus on regional aspects rather than duplicate the work of the college boards. The Chair of Glasgow Kelvin College and Chair of City of Glasgow College stated that they would note their dissent if these recommendations were agreed in their current form.

The board discussed the need to consider the overall timing and prioritisation of recommendations and the possibility to link some of these to the ongoing regional review work. The Board noted the principle recommendation relating to the business report and the need to focus on this initially.

## 15.2 Decision

The board:

- **noted** completion of the various strands of its annual evaluation process during 2020-21;
- **noted** the report following the recent External Effectiveness Review;
- **agreed** to adopt the recommendations made in the External Effectiveness Review report, subject to further discussion on the recommendations relating to HR strategy and Learning and Teaching committee.

## 16. External Effectiveness Review Report

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Paper No: BM7-J

### 16.1 Decision

This matter was taken with item 15 above.

## 17. Board Development Plan 2021-22

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Paper No: BM7-K

### 17.1 Discussion

The Board Secretary spoke to the paper which she noted related to the previous discussion noting that a revised Board Development Plan will be submitted to the June meeting of the board for approval and onward submission to the Scottish Funding Council.

She noted that the paper also includes a review of the current year's development activity for members' information.

## 17.2 Discussion

The board:

- **approved** the themes and actions set out;
- **approved** the incorporation of recommendations set out in the External Effectiveness Review report including the substitution of recommendations where these cover existing themes and actions;
- **endorsed**, subject to board approval in June, submission of a final version of the plan to the Scottish Funding Council.

## 18. Recommendations from N&R Committee

Paper No: BM7-L

### 18.1 Discussion

The Chair of the Nominations and Remuneration Committee presented the paper with recommendations pertaining to the arrangements for the proposed board recruitment activity.

### 18.2 Decision

The board:

- **noted** the revised timetable of activity; and
- **approved** the proposed arrangements for a recruitment panel.

## 19. Recommendations from Second Terms Committee

Paper No: BM7-M

### 19.1 Discussion

This item was taken at the end of the meeting. Alastair Milloy left the meeting at this stage.

The Chair of the Board presented the recommendations from the committee noting endorsement for re-appointment.

### 19.2 Decision

The board:

- **approved**, subject to Ministerial approval, the extension of Non-Executive Members' appointments as follows:

Alastair Milloy, for 4 years commencing 1 August 2021

Michael Cullen, for 4 years commencing 1 August 2021

- **noted** that in accordance with arrangements agreed at the Board's January meeting, if no further work is required of it at this stage, the Second Terms Committee is dissolved.

## 20. Glasgow Colleges Regional Student Executive Update

Paper No: Verbal

### 20.1 Decision

The Student Presidents spoke to activities being undertaken in the colleges supporting students through what has been a difficult year for many. It was noted that elections are underway to appoint new presidential teams for the next academic year.

The board **noted** the verbal report.

## **21. Committee Minutes**

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Paper No: BM7-N, O, P, Q

### **21.1 Discussion**

The board **noted** the minutes of the committees.

## **22. Communications Update**

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Paper No: BM7-R

### **22.1 Decision**

The board **noted** the communications update.

## **23. Use of Delegated Authority**

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Paper No: BM7-S

### **23.1 Decision**

The board **noted** the paper on use of delegated authority.

## **24. Long Term Agenda**

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Paper No: BM7-T

### **23.1 Decision**

The board **agreed** the long term agenda.

## **25. Review of Disclosable Status**

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Paper No: Verbal

### **25.1 Decision**

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

BM7-C Review of Coherent Provision of Glasgow College Region;

BM7-D – Risk Register;

BM7-E – Outcome Agreement 2021-22

BM7-F – Indicative Funding Allocation 2021-22

BM7-I External Evaluation Report will be published but other parts remain non-disclosable

BM7-N Draft Minute Audit and Assurance Committee

She noted that the following papers are now disclosable:

BM4-G GCRB budget

BM7-H Recommendations from Performance and Resources Committee.

## **26. Date of Next Meeting**

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Paper No: Verbal

### **26.1 Decision**

The date of the next meeting was confirmed as Monday 21 June 2021. Member agreed they would meet earlier if required.