

**NOTES OF THE MEETING OF THE BOARD OF MANAGEMENT HELD ON 12 JUNE 2024 AT 4.30pm.**

**The meeting was held at The Space, Langside Campus.**

**PRESENT:**

David Newall	Chair
Fergus Brown	Board Member
Sandra Heidinger	Board Member
Andrew Jack	Board Member
Anna Magiera	Board Member
Runa McNamara	Board Member
Ros Micklem	Board Member
Alan O'Donnell	Board Member
Michael Payne	Board Member
Stuart Porteous	Board Member
Martina Tuskova	Board Member
Jon Vincent	Board Member
David Watt	Board Member

**IN ATTENDANCE:**

Tracy Elliott	Interim Vice Principal, Resources & College Development (via Teams and until the end of Item 24.28)
John Rafferty	Deputy and Vice Principal, Curriculum and Quality Enhancement
Gillian Murray	Interim Clerk to the Board (Minute Taker)

**24.21 WELCOME AND APOLOGIES**

The Chair welcomed everyone to the meeting. Apologies had been received from Rena McAdam, Lindsey Patterson, Maureen McKenna, Margaret Swiderska, Morven Gourlay, Kathleen Sweeney, and Lindsay Devanney. The Chair welcomed Anna Magiera to her first meeting of the Board of Management. The Board was quorate.

**24.22 DECLARATIONS OF INTEREST**

A Declaration of interest was noted on behalf of J. Vincent, J. Rafferty and T. Elliott in respect of item 24.35 (ii), being the Remuneration Committee Minute and Update. It was agreed that this item would be heard at the end of the Agenda and in the absence of J. Vincent, J. Rafferty and T. Elliott. No other declarations of interest were received.

**24.23 DETERMINATION OF OTHER BUSINESS**

There was no other business intimated.

**24.24 MINUTES OF PREVIOUS MEETING: 20 MARCH 2024**

The minutes were approved as an accurate record of the March 2024 meeting.

**24.25 MATTERS ARISING: ACTION GRID**

The Board noted the update on all of the actions. J. Vincent provided a further update on National Bargaining. The Board noted that all three Support Staff Trade Unions had accepted a three year pay award and that the backdated pay awards would be paid in the July 2024 payroll. The Teaching Staff Trade Unions have still not reached an agreement.

**ITEMS FOR DISCUSSION/APPROVAL**

**24.26 CREDIT PROJECTION**

J. Rafferty provided the Board with an update on the College's projected position in relation to 2023/24 credit targets. The Board noted that the credit position for the academic year 2023/2024 now forecasts a positive credit position of between +3.0% and +3.1%. Of the credits currently accrued, 99.7% are currently "safe". This means the College has already secured 116,802 credits against a target of 113,721 credits. The Board noted that the positive credit position is a consequence of strong enrolment in both August and January and improved retention in most levels of modes of delivery.

The Board discussed the Retention and Attainment KPIs noting that the final attainment PI's will not be known until September 2024. J. Rafferty undertook to provide Retention KPIs to the Development Day in September. **JR**

The Board discussed the strategy for next session noting the commencement of phase 5 of VS to address the areas of remaining under-deployment. The Board discussed the requirement for an Equality Impact Assessment and the Executive offered assurance that the EIA will be updated as VS implemented.

**24.27 DRAFT REVENUE BUDGET FOR 2024/25 FOR APPROVAL**

T Elliott presented the paper outlining the draft revenue budget for 2024/25 including the comparative analysis of movements between the 2023/24 forecast outturn position and the 2024/25 draft budget position. The adjusted operating position is the key factor in demonstrating whether the college remains financially sustainable and the draft budget shows an adjusted operating deficit of £2.268million. T Elliott took the Board through the risks in terms of the 2024/25 draft revenue budget and outlined the impact of those risks.

D. Newall provided an update on the discussions held by the Finance Committee. D. Newall explained that the Finance Committee had agreed that it could not recommend to the Board to approve the budget whilst still showing a deficit. D. Newall explained that the Committee had asked the Executive to revisit the budget and bring a refreshed version to the development day. As part of that refreshed 2024/25 budget it was noted that the Executive would aim to take measures to further reduce staff and non-staff costs and maximise income where possible. The Board discussed the implications of further reductions. The Board agreed that T Elliott should bring a revised budget to include year 1 (2024/25) and year 2 (2025/26) in the financial update which will be submitted to the Board development day in early September. **TE**

The Board discussed the credit funding across colleges in Scotland noting that Glasgow Clyde College receives £304 per credit in comparison to most other colleges which receive significantly higher prices per credit. The Board discussed the implications of an increase in credit funding. The Board noted that there was unlikely to be any revisiting of the credit funding position in the near future.

The Board noted that, in the meantime, T. Elliott would share the financial position with the SFC. **TE**

**24.28 SFC INDICATIVE FUNDING ALLOCATION FOR 2024/2025 AND FIVE YEAR FORECAST UPDATE**

T Elliott presented a Power Point presentation on the indicative funding allocation and five-year forecast update. The Board noted the increasing deficit which is forecast largely due to flat cash SFC funding and estimated unfunded annual recurring pay awards.

(T. Elliott left the meeting.)

**24.29 BLANK – NO ITEM**

**24.30 THE PROMISE: LEARNERS WITH EXPERIENCE OF THE CARE SYSTEM**

Ros Micklem presented a verbal update on the launch event recently held at the lecture theatre in the Cardonald Campus. The Board noted the SFC National Ambition for Care-Experienced Students for the college and university sectors. The National Ambition aims to address the under-representation and poor educational outcomes for this group. SFC's vision is to see no difference in the outcomes between care-experienced students and non care-experienced students by 2030.

The Chair thanked R. Micklem for attending the event on behalf of the Board.

#### **24.31 REFORM OF REGIONAL STRATEGIC BODIES**

The Chair presented a paper on the proposed reform of the regional strategic bodies. The Board noted the proposed first stage of the process being the launch of a Consultation across the sector, and beyond, on plans to dissolve the Glasgow Colleges' Regional Board and the Lanarkshire Board to enable new collaborative arrangements. The Chair provided some further context to the paper and the Board discussed the implications of this on Glasgow Clyde College.

The Chair advised the Board that he would work with J. Vincent to prepare a draft response to the Consultation which would be circulated amongst the Board. **DN/JV**

#### **Standing Items**

#### **24.32 STUDENT PRESIDENT'S REPORT**

Martina Tuskova had circulated a late paper in advance of the meeting. M. Tuskova took the Board through her paper highlighting the work and achievements of the student body.

The Chair thanked M. Tuskova and A. Jack for their contribution over the last year.

#### **24.33 PRINCIPAL'S REPORT**

J. Vincent provided a further update on National Bargaining and strike action, informing the Board of the recent letter he had issued in respect of pay deduction for the withholding of marks. J. Vincent assured the Board that this decision had been taken with the benefit of legal advice.

The Board discussed the impact of strike action and action short of strike on the students. The Board discussed the difficulties in course completion and progression. A. Jack spoke about his own experience and the impact this had had on him.

The Board discussed the impact of strike action and action short of strike on the staff and it was agreed that an Equality Impact Assessment would be carried out on the decision to deduct pay.

The Board discussed the impact of strike action and action short of strike on reputation and relations with trade partners. J. Vincent explained the detrimental impact and informed the Board of training contracts lost as a result.

The Chair reiterated the Board's support of the Principal's decision and the action the College is taking regarding deducting of pay for those participating in non-resulting.

J Vincent provided an update on RAAC.

J Vincent provided an update on the vacant position of Chief Operating Officer and the proposed strategy for recruitment of an Assistant Principal for Finance in the first instance.

#### **24.34 CHAIR'S REPORT**

D. Newall provided an update on the recent activity of the Chair. D. Newall advised that the GCRB had met on Monday and had approved the appointment of two new Board Members and approved the appointment of him as a Chair for a further four year term.

D. Newall advised that he had held off in recruiting a new Clerk to the Board as he wanted the new Chair to be part of that process. Recruitment is ongoing and a closing date has been set for 30 June.

D. Newall reminded members about the Board Development Day to take place on 4 September and advised that he would circulate an Agenda. **DN**

An update was provided on GCEF and the discussions at the Finance & Resources Committee. The Board discussed GCEF and the potential handover of the remaining fund to the College. It was agreed that this money must be used, in the terms granted by GCEF, to make improvements, and not as a means of subsidising revenue. The Board discussed how GCEF funding had been used historically noting the beneficial projects which had been funded through GCEF.

The Board heard the recommendations from the Finance & Resources Committee being, that, from the start of financial year 2024/25:

- the Finance & Resources Committee should receive a quarterly report on GCEF funded projects;
- the report should set out actual and planned spend on each project, and the progress of each project in meeting its objectives;
- after discussion at F&R Committee, the quarterly report should be forwarded to the Board of Management;

- annually, internal audit should be asked to report to Audit Committee, having undertaken a review of the information contained in the previous year's quarterly reports.

In addition, to aid transparency, it was recommended that, the College continue to ensure that the annual financial statements include a reference to the College's uses of GCEF funding.

The Board approved the recommendations and invited the Chair to relay this to GCEF.

**DN**

**24.35 DRAFT MINUTES OF PREVIOUS MEETINGS**

(i) Organisational Development - 08.05.2024

The Board noted the draft Minute.

(ii) Remuneration – 13.05.2024

This item was taken at the end of the Agenda in the absence of any members of the Executive. The Board noted the draft Minute. S Heidinger informed the Board that an Annual Report would be provided to the Board.

**Clerk/SH**

(iii) Learning and Teaching 22.5.24

The Board noted the draft Minute.

(iv) Audit 29.5.24

D Watt provided an update in relation to the extension of the appointment of the Internal Auditors, Henderson Loggie. The Board approved the extension of the appointment of Henderson Loggie for a further period of 12 months.

A Jack noted his name was omitted from the attendance of the last meeting. The Clerk agreed to amend this.

**Clerk**

The Board noted the draft Minute.

(v) Finance and Resources 5.6.24

D Newall provided an update from the recent meeting and advised that minutes would be circulated in advance of the next Board Meeting.

**Clerk**

(vi) Nominations – by email

The Board approved the appointment of Nicky O'Brien as co-option of the Organisational Development Committee.

The Board noted the draft Minute.

**ITEMS FOR NOTING/FORMAL APPROVAL**

**24.36 FINANCIAL REPORT TO APRIL 2024 AND FORECAST OUTTURN UNTIL END OF JULY 2024.**

The Board noted the financial report with the College's financial position being covered earlier in the agenda.

**24.37 STRATEGIC RISK REGISTER UPDATE**

The Board noted the updated risk register which had been discussed in detail at the Audit Committee meeting. J. Vincent informed the Board that the Risk 6 score will increase now that the position has changed in respect of the role of COO. He advised that there will be further implications on the risk register depending on the outcome of further work being done on the budget.

**24.38 ESTATES, CAPITAL EXPENDITURE AND MASTERPLAN UPDATE**

The Board noted the updates.

**24.39 GCEF UPDATE**

J. Vincent provided an update on GCEF.

The Board noted the update and reaffirmed the College's commitment to delivering the learning spaces project.

**24.40 GOVERNANCE UPDATE (INCLUDING ACRONYM GUIDE)**

The Board noted the update.

**ANY OTHER BUSINESS**

The Chair took the opportunity to thank three members of the Board for their time and commitment to the Board as their tenure comes to an end. The Chair thanked Andrew Jack for his contribution as student member. The Chair thanked David Watt and Sandra Heidinger for their time. Sandra has been a board member for 9 years and has served as Vice-Chair and Senior Independent Member and as Chair of the Organisational Development Committee for the last 8 years. David has been Chair of the Audit Committee for 8 years.

There was no other business for discussion.

**DATE OF NEXT MEETING: Board Development Day 4  
September 2024**