

South Lanarkshire College

Board of Management - Held on 4th November 2021

Present

A Kerr (Chair)

A McKechnie (Principal)

H Anderson

A Doherty

T Donnelly

C Gibb

D Hogan

C McDowall

C McLaughlin

D Morrison

F Mullen

R Smith

H Stenhouse

F Whittaker

Apologies

C Robertson

In Attendance

Senior Management Team

B Keegan (Clerk)

L Nuttley (Mazars)

1. Chairs Welcome

The Chair welcomed the new members whose appointments the Board now ratified.

The new Members, Heather Anderson, Declan Hogan, Douglas Morrison, Craig McLaughlin, Heather Stenhouse and Fiona Whittaker duly introduced themselves.

In addition to the apology listed above, it was noted that the two student members were currently on leave and unable to attend.

2. Declaration of Members' Interests

A Kerr declared his membership of the regional board and the Scottish Funding Council. R Smith declared his membership of the Regional Board. C McDowell declared his partnership in the legal practice Anderson Strathern

3. Minutes of the Board Meeting of 8th June and Matters Arising

The Minutes were approved as an accurate record.

There were no substantive matters arising but the Board was updated on progress with Benchmarking of HR terms and conditions and Knowledge Performance Indicators

4. Board Membership

- 4.1 The Chair reported verbally on the process and procedure appointing new board members which had resulted in the appointment of high calibre candidates and confirmed that an induction process would be set in train.
- 4.2 The Chair reported verbally on progress with the SFC Review which appeared to be proceeding satisfactorily.
- 4.3 There were confidential matters of concern where the Board might need to take advice but which would be the subject matter of an EGM depending on the nature of the advice received

5. Principal's Update

The Principal spoke to her report which is referred to for its terms .

The Board noted that there was a projected surplus of £552k – a significant increase from the deficit projected in May – part of which came from an additional £379k from SFC for COVID related expenditure.

The board further noted that the finalised regional funding split had resulted in an allocation increased by 2.6%.

Despite challenges good progress was being made with roof repairs and the Board was advise that following plant room flooding there might be a need for further investment to reduce the risk of further system failure.

In common with the sector as a whole attainment has dropped but there has been significant recovery since august as a result of the efforts of the curriculum teams.

The return to campus has been cautious and mitigation measure include the use of blended learning.

In common with the sector as a whole recruitment has dipped but steps are in train to allocate credits and resources to best advantage.

An employee recognition award scheme has been launched and a very successful 3 day event had been run in August.

The board also noted the forward arrangements for graduation and that the Student Experience Survey would be used to shape the approach to student support going forward.

The Board was also pleased to note that the HR team had won an S1 Jobs Award

6. Student Report Update

In the absence of the student Board Members who were currently both on leave, the Principal reported that the students were being kept up to date with COVID developments.

Student wellbeing remained a high priority and free yoga sessions had been arranged.

The Board was satisfied with the student support mechanisms in place

7. Audit & Risk Committee

7.1 There were no observations arising from the unconfirmed Minutes

7.2 The verbal report raised no matters not covered under other heads

7.3 The College Risk Register was considered and is referred to for its detailed terms

7.4 The Board then considered and approved an IA Appointment which was not for publication.

7.5 A Confidential Report from Auditors was then considered in detail. The report contained an Action Plan which was approved by the Board. All of the recommendations were accepted by the Board and implementation would go forward.

7.6 The Board then considered the Assurance Framework in detail. The Board approved the Framework having noted with approval the “three lines of defence” mode which would improve the organisational approach to internal control, assurance and risk management. This would enhance the College’s ability to deliver the Strategic Plan 2020/25

8. Finance and Resources Committee

8.1 There was nothing in the unconfirmed minutes requiring discussion as all relevant matters were covered under other heads.

8.2 The verbal report from the committee chair spoke to the report from Head of Finance which was made available to the Board and is referred to for its terms – as also the Financial Forecast return. The board noted that the college management is planning for a balanced budget over the period of the financial forecast via a sustainable increase in non-core income and enhanced monitoring

8.3 The Board then approved the Financial Forecast Return

9. Curriculum Quality and Development Committee

- 9.1 There was nothing in the unconfirmed Minutes requiring discussion as all matters were covered under other heads
- 9.2 The committee Chair delivered a verbal report and confirmed that overall attainment was lower than in previous years because of COVID but that full data is not yet available. Performance is very much in line with the rest of the sector

10. Human Resources Committee

- 10.1 The Board noted the agenda which had been considered at the September committee meeting
- 10.2 The Board noted the terms of the May Minutes which had now been published
- 10.3 The Board received a verbal Report from the Committee Chair which made reference to matters such as absence and stress risk assessment which were matters not for publication
- 10.4 The Board also considered the HR Committee Report which would be published once confidential data not for publication could be removed
- 10.5 The Board then considered the Health & Safety August Report and noted that all health & safety protocols had been adhering during the current works, that the College is adopting a cautious “level 0 plus” approach to the start of term and that 11 minor incidents were reported in the relevant period – slightly higher than for the previous period but that was as a result of the increased footfall

There being no other competent business the meeting was declared closed