



**Board of Management Meeting
Held on 24th June 2015**

Present J McCartney, S McKillop, K Anderson, C McDowall, J Evans, J Gallacher, C Ferguson, P Devenny, S Dillett, R Ralston, I Todd, B Johnstone, M Bingham, K McInnes, L McTavish

New Student President
Suzanne Clark

Apologies D Burnett, M Cord, K McAllister

In Attendance A Martin, A Allan

1. Declaration of Members' Interests

Mr Anderson, Mr Todd and Mr Dillett declared their interests as members of the South Lanarkshire College Foundation.

2. Minutes of the Previous Meeting

The Minutes of the meeting held on 25th March 2015 were approved.

3. Principal's Update – June 2015

New Building

The construction of the new building continues to be on time and under budget. The College should get occupation of the building at the end of November 2015. The horticulture students will do the soft landscaping around the new building and this may bring an additional BREEAM point.

Gas Leak

S McKillop also outlined the causes of the gas leak on the site and explained that the claims would be handled by a loss adjuster and that Andrew Strain Ltd had accepted liability.

Members of the Board congratulated all the staff, in particular A Allan for co-ordinating the evacuation. A Allan outlined the high level of support that was given by the SMT and the College staff. The Chair commented that she had been kept well aware of the event. J Gallacher commented on the contingency planning and S Dillett also offered his support.

Recruitment

S McKillop outlined the timescale for the recruitment of a new Head of HR and that Aspen were being used to help in the recruitment of suitable candidates. The short leeting would take place on the 9th July. J McCartney would chair the panel and be closely involved throughout the process.

Trade Unions

S McKillop updated the Board on the current situation in regard to National Pay Bargaining.

Student President

Suzanne Clarke had been elected as Student President and Megan Cord has been selected as Vice President.

Activity Levels

S McKillop updated the Board on the current WSUM activity level and A Allan explained the transfer of ESF activity from NCL. J Gallacher asked if it would have been possible for SLC to deliver additional activity and A Allan thought that this was the case.

Lanarkshire Region Target

Discussion took place on the role of the Regional Strategic Body and the areas of responsibility for the Regional Strategic Body. Further discussion took place on the governance of SLC. J Gallacher commented on the minutes of the meeting from the discussion with SFC in regard to student funding.

Institute in China

S McKillop updated the Board on the progress made in regard to development with Jiangsu College.

Destination Success

Destination Success was discussed where more than 1,000 students had participated on a day dedicated to employability. Jamie Andrew was the motivational speaker and Capital Radio had been present all day.

Catering Tender

Members of the Board were updated on the progress made on the Catering Tender. S Dillett would be the Board representative on the selection process. TUPE would apply to all staff if a new provider was appointed.

Action learning Pilot

A Allan outlined progress in regard to the Action Learning Pilot. S Dillett asked about the time lines involved and K Anderson asked about the real time picture that would be presented. K Anderson also enquired in regard to the Annual Engagement Visit to the College. An update at the Board away day would be useful.

Annual Report

The Annual Report was presented by A Allan and it was warmly welcomed. J Gallacher was particularly pleased with the graphic presentation. K Anderson thought that the document was excellent.

4. Human Resource Committee

C McDowall presented the minute of the Committee. C McDowall highlighted the staff development days that had taken place on 16th March where 70% of the evaluations were positive. The next Staff Development Day was scheduled for 19th June 2015. The Programme would be made available for staff from New College Lanarkshire.

The College was promoting and meeting the cost of the first year of fees for teaching staff to join the GTC.

As an IIP Champion the College had hosted a Fresh Thinking Network event.

Discussion took place on staff absence. There had been a slight increase in long term absence.

Preparation for Equality & Choices week were going ahead and an additional 14 staff would be ASSIST trained.

The College would prepare a paper which outlined a proposal to convert up to 12FTE from the current staffing compliment to permanent posts.

5. Audit Committee

Discussion took place on the External Audit Plan and S McKillop highlighted the changes that would result from FRS102 and the new SORP.

The increase level of support for Student Bursaries to £3.16 million meant that the shortfall in student support was now much less of an issue. The Principal explained that I Todd had asked for clarification on the treatment of monies from the College Foundation.

The external audit fee for KPMG had been agreed at £13,500 which was a reduction from the figure in the external audit plan.

Discussion had also taken place in regard to the use of depreciation with R Ralston highlighting the fact that the documentation implied that depreciation cover was given to the College in cash which was not the case.

6. Finance Committee

J Gallacher took the Committee through the financial report and highlighted that the College was predicting a deficit of £185K for the period of 16 months.

Discussion took place on the operating budget for 2015/16. The College was predicting a small operating surplus.

The revaluation of the building was discussed and S McKillop explained that the College was seeking a new valuation on its current property and that this would be brought to the next meeting of the Finance Committee. This was significant as an increase in the value of the buildings would have a detrimental effect on the P&L account which would need to account for the increased depreciation charge.

7. Development Committee

The Quality Enhancement Group continues to meet monthly to discuss a range of action plans.

The Education Scotland student team member had participated in a number of visits and his finding would be reported back to the College in September next year. Gill Ritchie HMI had observed a number of classroom observations to see how the College's Professional Discussion on Learning & Teaching had taken place.

Peter Pringle HMI Associate Assessor had visited Destination Success and had made extremely positive comments on his feedback.

33 External Verification visits had taken place and 53 areas of good practice had been identified. Brian Stokes, SQA Enhancement Manager conducted a systems visit that had been extremely positive and had 4 minor recommendations.

In the area of Marketing, the new website had been established and applications had seen a 1.25% increase. The Principal wrote to all conditional and unconditional students twice during the summer. Discussion took place in the role of Capital Radio in promoting the College.

The wide range of social media used to contact potential students was discussed.

8. Property & Estates

S McKillop outlined the fire evacuation procedures and that early in the new session a range of evacuation drills would take place.

The new Student President raised her concerns over the visibility of muster points and the Principal indicated that this would be addressed.

The College had been the first in the UK to gain the NUS award for Responsible Futures. M Bingham commented on how pleased she was that the College had been the first to achieve this. Discussion took place on the number of minor cuts and nicks.

Discussion took place on the planned summer works. £150K would be spent on new IT. An outline was also given on the planned changes for student social areas and the expansion of the Bistro once the new building is completed. Students have continually made the point that there is a lack of social space and the planned changes for R322 and R324 would significantly increase student space.

AOCB

Student elections resulted in a 100% increase in voting which had been carried out electronically.

A meeting with NUS on the new student framework will take place on the 3rd June.

There being no other business, the Chair thanked everyone for attending and wished them a pleasant summer holiday.