



**Board of Management Meeting
Principal's Update
Held on 4th November 2015**

- Present** J Gallacher (as Chair), S McKillop, K Anderson, P Devenny, R Ralston, I Todd, S Clark
- Apologies** D Burnett, M Cord, J McCartney, J Evans, C McDowall, C Ferguson, S Dillett, L McTavish, K McInnes, B Johnstone, A Martin
- In Attendance** K McAllister, A Allan

1. Declaration of Members' Interests

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

2. Minutes of the Previous Meeting

The draft Minutes of the meeting held on 23rd September 2015 were approved.

3. Principal's Update

Governance

The Principal referred to recent publicity re the ex-principal of Coatbridge College and the reference made to "the South Lanarkshire model". He asked the Board to note that South Lanarkshire College did not construct any such model. The model referred to was based entirely on the Edinburgh College scheme.

Activity Levels

S McKillop updated the Board on the current credit activity level which was almost at the allocation for the year. He continued that the College was in talks with SFC re additional activity, preferably "core" rather than ESF. The College's ESF target was particularly high, and this source of activity may not be sustainable in the long term.

Unless the College was allocated additional activity, it was unlikely that any additional courses would run in January.

However, the College had tagged additional ESF students in case any activity allocated came from that source. He added that some colleges had under-delivered in 2014/15 and the College had made it known to SFC that they would welcome any additional activity.

Responding to a question from Mr Ralston, the Principal outlined the new credit system. Whilst some colleges were delivering a full time course below 18 units of activity, SLC was not. He stated that quality might suffer if the College did this and, responding to a query from Mr Gallacher, stated that no more income would be generated in any case. Mr Anderson asked if the College felt that there was unmet demand in the area; Mr McKillop said that he felt there absolutely was.

Student Support Funds

NCL had intimated that they wished to audit the College's student support funds. Anticipating this, the College had arranged for additional work to be done by their own internal auditors. The audit had proved to be very successful with 25 risk areas being examined and one very minor recommendation of a technical nature being highlighted. The report had been passed to NCL and their internal auditors.

New Building

The construction of the new building continues to be under budget, albeit there is a little drift on completion date from that previously mentioned. The College, however, plans to take occupancy in early January for operational reasons and CCG have agreed to this. Mr McKillop asked the Board to note the excellent job being done by Derek Newlands.

Cabinet Secretary Angela Constance has agreed to open the building on 24th February 2016.

New Refectory Service Providers

Ms Clark relayed positive feedback from students re the service being provided by Inspire Catering, particularly re the quality of food being served.

Mr Allan made mention of the investment in equipment made by Inspire as part of the tender offer.

Action Learning Plan

South Lanarkshire is one of three colleges being included in the pilot. It is hoped that the pilot will reduce the amount of duplication and overlap re teaching in the sector.

Assurance on Governance Arrangements

The College had submitted this paper to the Funding Council.

Marketing

The development of the College's website was continuing, with more emphasis being placed on having governance items included.

Mr Todd commented on the possibility of posters being displayed around the Town House in Hamilton; Mr McKillop replied that the College was looking into the feasibility of this.

International Activity

The FE sector is continuing to be disadvantaged in comparison with the HE sector re visas and students' eligibility to work, but Mr McKillop outlined the progress made re the enrolment of Chinese students in the area of construction management.

There were also opportunities re teacher training and short courses, both areas being actively followed up.

Conversion of temporary posts to permanent posts

Although the right to permanent status is offered to staff after 4 years, the College would be extending this to staff who had service of 3.5 years. Any shortfall in numbers would be advertised internally in the first instance.

4. Regional Outcome Agreement (ROA)

Mr Allan presented the paper on the ROA which had been distributed to the Lanarkshire Board. He asked the Board to note that the split of activity was for internal purposes only, and that the submission to the Funding Council would be made on a Regional basis.

Mr McKillop reminded the meeting that South Lanarkshire College was still a fundable body although this status would change, probably within the year, and that this was an issue that the College would have to address.

It was noted that SLC had reached its activity target both in raw and weighted SUMs.

Members were directed to the tables which compared the KPIs by college, by Region and compared to target. Mr McKillop emphasised that the College must concentrate its efforts on increasing its KPIs. Last year, the College moved from 78% to 81% for course achievement.

5. Code of Good Governance

Mr McAllister presented a briefing paper on the Code and directed members to the nine key principles underpinning public life in Scotland. These key principles were contained in the document adopted by the Board in June 2015. He also directed members to source documents on the key principles and the responsibilities of Board members under charities legislation.

For reference, the papers included the document, "Guidance for Charity Trustees" which had been issued by the Office of the Scottish Charity Register (OSCR).

It was noted that the College website was in the process of being populated with a number of documents relating to governance.

6. AOCB

Mr Todd asked if the names of the new Lanarkshire Board could be made available. Mr McKillop agreed to have this done.

There being no other business, the Chair thanked everyone for their attendance.