

**South Lanarkshire College  
Board of Management Meeting  
Held on 23<sup>rd</sup> June 2016**

**Present** J McCartney, J Gallacher, S McKillop, D Burnett, P Devenny,  
R Ralston, I Todd, K McInnes, L McTavish, J Evans, C McDowall,  
C Ferguson, M Cord, A Baxevanoglou, B Johnstone, S Dillett.

**Apologies** K Anderson

**In Attendance** A Allan, K McAllister, A Martin.

**1. Declarations of Members' Interests**

No declarations were received.

**2. Minutes of the Previous Meeting**

The minutes of the meeting held on the 23<sup>rd</sup> of March 2016 were agreed by the Board of Management.

**3. Student Association Update**

The Principal announced that the elections for the new President and Vice President had taken place and that the successful candidates were Jack Smith, President and Melissa Mitchell, Vice President. Both are students of the Faculty of Business.

Members then took the opportunity to thank Ms Cord and Mr Baxevanoglou for their hard work and contributions to the College during through their representation of the SLC Student Association. It was agreed that they had both raised the profile of the association during their time in office. Both thanked the Board for their kind words and for the opportunities and experiences this time of office had afforded them personally and professionally.

**4. Student Association – Financial Procedures**

Members had previously received a copy of the Financial Procedure. Mr McAllister stated that this had been compiled in conjunction with the College Finance Department and would come for final approval to the new Board of Management in December 2016. Members acknowledged the progress in this area.

**5. Funding – Regional Strategic Body**

Discussion took place in regard to the value of a credit given to the Lanarkshire Region. The Region receives one of the lowest settlements across Scotland. If South Lanarkshire College was funded at the same rate as Ayrshire we would receive an additional £1.5 million per year.

The Chair of the Regional Strategic Board and the Principal of New College Lanarkshire are in discussion with the Scottish Funding Council in regard to the very low level of European Social Funding support that the region receives.

## **6. Credit Value**

Mr Allan shared with the Board tables demonstrating the differing value of credit funding across colleges in Scotland.

Detailed discussion took place in regard to equality of funding across the sector. Members asked how the needs were assessed and whether success was being awarded.

## **7. Updates from the Committees**

### Human Resources

Mr McDowall took members through the minute of the Human Resources Committee meeting which took place on 9<sup>th</sup> June 2016.

Their attention was drawn to the following -

Improved IT System – work is being done at present on an improved system within HR. This is being created in-house and will link together with the College's other IT systems. This would hopefully mean that information would only be required to be requested and input once. It is anticipated the full system will be in place by August 2017 but elements would come on stream as they were made available.

Members agreed that this would be an excellent move forward and complimented the abilities of the in-house team.

Health and Wellbeing – exercise and slimming classes continue to be well attended. These are subsidised by the College. The Scottish Slimmer's class has recorded a group weight loss of 18 stone for those participating!

Members stated that this is an excellent campaign and they were happy to continue to support it.

Equality and Student Focussed Initiatives – the Equality and Choices Event took place from 24<sup>th</sup> to 26<sup>th</sup> May in conjunction with the Student Association. The College has taken a stand at the Pride Event in Glasgow on 20<sup>th</sup> August 2016 and it is hoped that many staff and students will join in the march.

LGBT Charter Mark – work continues towards the College gaining the LGBT charter mark and seventy members of staff will participate in LGBT training on 17<sup>th</sup> June 2016.

Members welcomed this update and acknowledge that as ever the College was at the forefront of so many initiatives.

National Pay Bargaining – the pay awarded has been implemented for the teaching staff. This is an increase of 1.5% which has been formally ratified by the Chairs' Committee. Discussion continues at national level with the Support Staff.

Investors in People – the College has been re-assessed as an Investor in People. The Management Team have received informal notification that the College will be awarded the Platinum level and would be the only college in the United Kingdom to have achieved this. This will not be announced until formal notification has been received. It was hoped that the presentation would be made at the All Staff Conference in August 2016.

Members congratulated the management team and staff on this tremendous achievement.

### Audit Committee

Ms Evans took members through the minute of the Audit Committee meeting which took place on 16<sup>th</sup> May 2016.

Their attention was drawn to the following –

#### Internal Auditors – Scott Moncrieff

Finalised Internal Audit Plan 2016/17 – was presented by Scott Moncrieff showing all tracking changes. The Committee had discussed the changes made to the work plan and the advantages attached. The meeting then formally approved the plan.

Members noted the final plan which had been distributed with the Board papers.

#### External Auditors – KPMG

Audit Strategy Review and Plan – discussion took place regarding the implications on the audit workload due to the implementation of FRS102. The Committee stated their appreciation of both the content and the format of the report and formally approved it.

External Audit Appointment from 2016/2017 – Mazars have been appointed by Audit Scotland to undertake the external audit of the College for the financial years 2016/17 to 2020/21. The company has also been appointed to New College Lanarkshire.

Risk Management – an update was given on the Regional Risk Register. A draft register, which takes a more strategic approach to risk rather than those held by the individual colleges, had been drawn up and would be submitted to the next Regional Audit Committee.

## Finance Committee

Mr Gallacher took members through the minute of the Finance Committee meeting which took place on 30<sup>th</sup> May 2016.

Their attention was drawn to the following –

Management Forecast – 12 months to July 2016 – the College remains confident of a minor surplus. It is the intention that the Finance Committee would continue to receive management forecasts without the complications of the FRS102 reporting and accounting treatment but that if possible a reconciliation between the two would take place.

Update on Grant-in-Aid Allocation 2016/17 – the Committee discussed the problems being faced in budgeting etc by the last allocation and agreement of funding. It is hoped that the Funding Council will facilitate a workshop for members of the Regional Strategic Body.

Budget for the year August 2016 – July 2017 – the Finance Committee had reviewed the draft budget for 2016/17. It had been noted that the draft had been drawn up prior to the finalisation of the Regional Outcome Agreement. It had been accepted that, should the College's income per the ROA be significantly different, then an updated draft would be produced. The Board were asked to approve the draft presented to allow a budget to be sent to the Funding Council, albeit with the caveat of a change being possible, and this approval was received.

## Development Committee

Mr Gallacher took members through the minute of the Finance Committee meeting which took place on 30<sup>th</sup> May 2016.

Their attention was drawn to the following –

Action and Learning Pilot – the Board had already received a presentation from Andrew Brawley HMIE at the March meeting.

Members were informed that a catch-up meeting had taken place with Mr Brawley on 9<sup>th</sup> June 2016 and that a formal presentation would be made at the Board meeting in October 2016. He added that Mr Allan was now part of the national steering group for the Action Learning Pilot.

Media Campaign – the media campaign was discussed by the Committee in some detail. As per the previous requests all costs were now given which allowed a cost benefits analysis for each element of the campaign.

Applications – there is a 3.98% increase on this time in 2015/2016.

Erasmus + - staff going on a number of visits under this programme and it is hoped that funding will soon become available for students. Discussion had taken place as to the benefits of these visits and the sharing of good practice.

International Students – a group of 19 staff will be arriving at the College on 16<sup>th</sup> July 2016 from China. This group will study in the College for four weeks.

### Property and Estates

Mr Johnstone took members through the minute of the Property and Estates Committee meeting which took place on 8<sup>th</sup> June 2016.

Their attention was drawn to the following –

New Build – the final account has now been settled and no additional payments had been required. The building is proving extremely popular amongst students and staff alike.

Easter and Summer Works Programmes – due to the level of funding all requests are being thoroughly analysed. Where possible work will be done in-house to reduce contractor costs.

National Award for Environmental Excellence – the College had been awarded Gold by Keep Scotland Beautiful in April 2016. This had been a great accolade for the facilities staff.

The Principal took the opportunity to formally thank all members of the Board of Management for their contributions to South Lanarkshire College and their support to him over the years. He added that the College had seen great success and the Board of Management had always been at the heart of this success.

There being no further competent business, the Chair closed the meeting by offering her own thanks to the members and to the management team and staff of the College.

Members unanimously agreed it had been a privilege to serve on the Board.