

**South Lanarkshire College**  
**Board of Management**  
**Held on 6<sup>th</sup> February 2018**

**Present** J McCartney (Chair), J Gallacher, S McKillop, J MacKenzie, M Mitchell, J Carratt, C McDowall, G Stillie, R Ralston, S Duffy, P Hutchinson, R Harkness, L McTavish, C Gibb.

**Apologies** I Johnstone, S Dillett

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

**Tabled paperwork –**

- Register of Members' Interests – for signature.
- Individual Training Logs – outlining the items raised through the Appraisal Interviews for each Board member.
- Schedule of Board Meetings

**1. Declarations of Members' Interests**

Ms Gibb highlighted a change to her Register of Interests. This was not a conflict. There were no further declarations.

**2. Presentation from Andrew Brawley, HMI**

**- How Good is our College? Education Scotland Joint Report**

Mr Brawley updated the members on the transformation of the reporting system. He explained South Lanarkshire College's part in the Action Learning Pilot and how this had been advantageous both to the overall process and to the College.

Mr Brawley then drew members' attention to the content of the South Lanarkshire's 'How Good is your College? Education Scotland Joint Report'. He praised the high quality of the report which was in line with the high standards across the College. Members noted that the report highlighted the College's strengths whilst setting challenges for improvement. He then explained the process of endorsing the reports and asked that members note that they had also been endorsed by Education Scotland.

The Principal added that South Lanarkshire was the only College to link its finances to College performance through this reporting system as it was in his view, key to the running of the organisation.

The Chair expressed her pleasure at the report and asked that the Staff be thanked for all the work which had gone into it.

Mr Brawley informed members that he had now been appointed as the HMI for New College Lanarkshire.

### **3. Principal's Update**

#### European Union Funding

The Principal informed members that he had met with Mike Russell, Minister for UK Negotiations on Scotland's place in Europe along with a number of other Principals from across the sector. As a result of this meeting the Minister asked that SLC produce a paper detailing the impact and effect of BREXIT on the College. Following this the Minister has asked that the College support a one day per week secondment to the Scottish Government for an eight-week period.

Members were then taken through the detail of the paper prepared for the Minister. The Principal stressed that although assurances had been given in relation to direct funding from Europe and the translation into core credits, it was important to take cognisance of the indirect impacts.

Discussion took place on – staff members who are European citizens; the 500 students from the EU who have attended the College in the last three years; impact on legislation as most Employment Legislation comes from Europe.

The Principal stressed that the financial burden would be exacerbated by the impact on organisations who worked with the College who relied on European funding. These monies were the unseen deficit the College would struggle to replace.

Erasmus + will continue.

Members welcomed the secondment to the Scottish Government and subsequent involvement of the College in such an important matter. This was once again confirmation of the high esteem in which the College is held. It was requested that the Board be kept fully abreast of the work and progress being made.

#### Consolidated Accounts

The Principal informed members that SLC had had sight of the consolidated accounts for The Region. The accounts consist of an arithmetical addition of the accounts for SLC and New College Lanarkshire (NCL). The narrative informs the reader that SLC produced an operating surplus for 2017/18.

Members noted that a special meeting of the NCL Audit and Finance Committee had taken place to approve the consolidated accounts. The Principal informed members that concerns had been raised by SLC in relation to the wording of the Mazars' report on behalf of the NCL in regard to the consolidated accounts. This had been discussed and resolved.

Mr Ralston then enquired if New College Lanarkshire was going to receive a Section 22. Ms McTavish replied that this was not the case.

## Internal Audit

The College is currently working on two internal audit reports with Scott-Moncrieff:

Business Continuity and Disaster Recovery – a number of meetings have taken place with Infosec, who are part of APUC and are supporting the College in developing a Business Continuity and Disaster Recovery plan. Infosec have made initial examinations of the College's cyber resilience and it has been intimated that the report will show a high level of confidence in the resilience of the College's IT systems and firewalls. The second stage of the process relates to the compiling of a college-wide recovery plan. This is scheduled to be completed by June 2018.

The Principal stated that this was a key issue for the College and that mandatory training was in place for all staff with the College Management Team receiving a training session by Anderson Strathern scheduled for 20<sup>th</sup> February 2018. The Board welcomed this update.

How Good is our College? – this is the report presented to the Board by Andrew Brawley, HMI. As Mr Brawley had explained the colleges now prepared their own evaluations for agreement with Education Scotland. With this in mind the College had asked Scott Moncrieff to audit the processes for reassurance that the College was indeed doing what was being reported.

Ms McCartney highlighted to members that this was not standard practice and members applauded that level of scrutiny.

The Audit will be forwarded to the Board of Management in due course.

Credits – as of 17<sup>th</sup> January the College is 1,296 credits short of its annual target of 48,280 credits. The Principal stated that he was confident that the target would be met over the 6 months left in the academic year.

The Principal asked that members note that this front-loaded success had an obvious impact on the salary costs. The salary costs were currently over budget but this should level out as the year proceeded. He added that the management team were closely monitoring all staff expenditures.

Discussion then took place regarding the growth the College had seen and the continued levels of attainment and quality.

Industrial Dispute – the EIS has entered into a formal dispute in regard to their claim for an annual cost of living increase for 2017/18. A second dispute meeting was held as part of the NJNC dispute procedures. No resolution was achieved and the next dispute meeting is scheduled to take part on 22<sup>nd</sup> February 2018. The EIS have confirmed that they are about to submit a pay claim for 2018/19.

The Principal stated that he was hopeful that going forward multiple year pay deals could be achieved and this would allow a period of calm. He added that a new Chair was now in place for the Employers' Association and matters were moving forward collectively.

Rural South Lanarkshire – the College is delivering a range of programmes in Lanark, badged as – The Rural Energy Academy. The target is for engagement with 80 new students who live within a defined rural area. The first programme is hoped to be delivered in early February. The

programme is funded through South Lanarkshire Council, with £30K being taken into this year's accounts. The College does not claim credits for the delivery of this activity.

The Principal stressed that this was the first time in many years that the College had been able to deliver in the rural community and he was hopeful for its success.

#### **4. The SLCSA Report – February 2018**

Ms MacKenzie drew members' attention to the content of her report, highlighting the following:

UWS Partnership – the first draft of a relationship agreement has been drawn up allowing SLC students to access UWS facilities. The progress so far has been extremely positive. Board members will be informed when details are finalised.

Student Engagement – the SLCSA has been striving to increase its online visibility and encouraging the student voice through polls and tips on the internal messaging service, Yammer.

Student Association Inductions – the office bearers have been carrying out visits to all classes. This year for the first time, the President has visited evening classes. This has highlighted the need for more support for evening class representatives. The SLSA will now be working closely with the Quality Unit to build on the training and support offered to evening class representatives.

Advanced Craft Graduation Request – the SLSA was approached by the class representative from the Advance Craft City and Guilds course to request a formal graduation for this group. Discussion has now taken place with the Associate Principal, Construction and the Principal to take this forward.

Members thanked Ms MacKenzie for her report and stated that the Association had gone from strength to strength over the last year.

#### **5. Board Effectiveness Review of South Lanarkshire College - Report and Action Plan**

The Chair stated that members had received copies of the final documents at the December 2017 meeting. The process had been facilitated by David Nichol and with the Board together they had drawn up the Action Plan at the Planning Day in October 2017.

The exercise for this evening will be to set actions and targets for the 12 points on the Action Plan. This will be done as a collective, collated by Ms Martin for approval by the Board and once approved forwarded to the Scottish Funding Council and then placed on the College website.

The exercise was then carried out and the completed Action Plan is attached to this minute as Appendix 1.

## **6. Any Other Competent Business**

### Resignation of the Chair and Process for Appointment

Ms McTavish stated that as the Board was aware Mrs McCartney had tendered her resignation intimating her intention to retire as Chair of the Board of South Lanarkshire College on 31<sup>st</sup> March 2018. She then took the opportunity to thank Mrs McCartney for her work and support not only to the College but through the process of regionalisation.

Members were informed by Ms McTavish that she would lead the process of recruitment and appointment of a new Chair in line with the legislation laid down in The Lanarkshire Order. She gave an update on the process. Ms Martin would be administrating the process for her.

She added that in the interim period Mr Gallacher would take up the position of Acting Chair.

Ms Martin informed members that Mrs McCartney's Retiral Dinner would take place after the Board meeting on 13<sup>th</sup> March 2018. The meeting that evening would commence at 1630 hours.

There being no further competent business, the Chair closed the meeting by thanking members for their attendance.