

Glasgow Kelvin College

Board of Management

Agenda

Agenda for the meeting scheduled to be held at 5pm on 13 December 2021 in room WG1/2 in the Springburn Campus

- 1. Sederunt**
- 2. Apologies**
- 3. Declarations of Interest**
- 4. Minute of the Previous Meeting held on 7 October 2021 *(For Approval)*
*(copy attached)***
- 5. a) Matters Arising from the Previous Meeting held on 7 October 2021**
b) Matters Arising / Action List *(For Noting)*
 - i) Board of Management Action Log as at December 2021
*(copy attached)***
 - ii) Board of Management and Standing Committee Action Log
[Board of Management and Standing Committee Action Log](#)**
- 6. Standing Items**
 - a) Chair's Report
Report by Chair
*(verbal)***
 - b) Principal's Update Report
Report by Principal
*(copy attached)***
 - c) Student Association Update
Report by Students' Association Presidents
*(copy attached)***
 - d) Standing Committees - NOT IN THE PUBLIC DOMAIN
Draft Standing Committee Minutes**
 - i) Learning and Teaching Committee – 24 November 2021**
 - ii) Audit and Risk Committee – 30 November 2021**
 - iii) Finance and Resources Committee – 30 November 2021**
 - iv) Joint Meeting of Audit & Risk Committee and Finance & Resources Committee – 30 November 2021
*(copies attached)***

Items for Approval

7. **Annual Report and Financial Statements – NOT IN THE PUBLIC DOMAIN**
 - a) **Annual Report and Financial Statements – Year Ended 31 July 2021**
Report by Principal, Vice Principal Operations and Head of Finance
 - b) **External Audit Annual Report to the Board of Management 2020/21**
Report by External Auditor
 - c) **Letter of Representation for External Auditors**
 - d) **Annual Report of the Audit and Risk Committee 2020/21**
Report by Chair of the Audit & Risk Committee
(copies attached)
8. **College Strategy 2022-2027 - NOT IN THE PUBLIC DOMAIN**
Report by Principal
(copy attached)
9. **Risk Management Framework and College Risk Register - NOT IN THE PUBLIC DOMAIN**
Report by Vice Principal Operations
(copy attached)
10. **Campus Reinvestment Project - NOT IN THE PUBLIC DOMAIN**
Report by Vice Principal Operations and Vice Principal Curriculum & Quality Enhancement
(copy attached)
11. **Terms of Reference, Policy and Strategy Review**
Report by Secretary to the Board of Management and Director of Corporate Services
(copy attached)
12. **Financial Strategy and Estates and Sustainability Strategy**
 - a) **Financial Strategy 2022-26**
 - b) **Estates and Sustainability Strategy 2022-26****Report by Vice Principal Operations**
(copy attached)
13. **Polices**
(including, Lone Working Policy, Dignity and Respect Policy, Procedure and Professional Learning Policy)
Report by Director of Human Resources
(copy attached)

Items for Noting

14. **Scottish Funding Council's Review Coherence and Sustainability: A Review of Tertiary Education and Research - NOT IN THE PUBLIC DOMAIN**
 - a) **The Scottish Government's Response to the Scottish Funding Council's Review of Tertiary Education and Research in Scotland**
Report by Principal

- b) **Glasgow Colleges Regional Board's (GCRB's) Review of Coherent Provision and Sustainability of Glasgow College Region - Update**
Report by Principal
 - c) **The Scottish Government's Response to the Scottish Funding Council's Review of Tertiary Education and Research in Scotland**
 - 15. **Regional Collaborative Initiatives with Glasgow Clyde College - NOT IN THE PUBLIC DOMAIN**
Report by Principal
(copy attached)
 - 16. **Employers Association Discussion Sessions & Business Meeting Held on the 10 and 11 November 21 - Update - NOT IN THE PUBLIC DOMAIN**
Report by Principal
(copy attached)
 - 17. **Chair and Board of Management Recruitment**
Report by Secretary to the Board and Director of Corporate Services
(copy attached)
 - 18. **Governance Action Plan - Update**
Report by Secretary to the Board of Management and Director of Corporate Services
(copy attached)
 - 19. **College Development Network Review of Codes**
 - a) **The role and experience of a Board Secretary as a Governance Professional in Scotland's Colleges**
Report by Chair of the Board of Management
 - b) **Model Code of Conduct, Externally Facilitated Effectiveness Review and Board Secretary (Governance Professional) Handbook**
Report by Secretary to the Board of Management and Director of Corporate Services
(copy attached)
 - 20. **Management Accounts to 31 September 2021 – NOT IN THE PUBLIC DOMAIN**
Report by Vice Principal Operations and Head of Finance
(copy attached)
 - 21. **Foundation Apprenticeship Update**
Report by Vice Principal Operations and Vice Principal Curriculum
(copy attached)
 - 22. **Public Sector Climate Change Duties Report**
Report by Director of Corporate Services
(copy attached)
- Items of Correspondence - NOT IN THE PUBLIC DOMAIN**

23. a) Letter from Cabinet Secretary for Education and Skills, Shirley-Anne Sommerville MSP, invitation to Principals' to attend a meeting re. Covid19 and semester / term two
- b) Letter from Cabinet Secretary for Education and Skills, Shirley-Anne Sommerville MSP, re. student numbers on campus in semester / term two
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- c) Letter from Chief Executive SFC, Karen Watt, re. managing through the covid19 pandemic
(copies attached)

Items for Information

24. Review of Coherent Provision and Sustainability of Glasgow College Region – Progress Report NOT IN THE PUBLIC DOMAIN
(copy attached)
25. Colleges Scotland - College Sector Statement of Ambition 2021 – 2026
(copy attached)
26. SFC Accounts Direction for Scotland's Colleges 2020/21
[Accounts direction for Scotland's colleges 2020-21 \(sfc.ac.uk\)](https://www.sfc.ac.uk/Accounts/2020-21)
27. Glasgow Kelvin Learning Foundation SCIO Accounts – Year End to 31 March 2021– NOT IN THE PUBLIC DOMAIN
(copy attached)
- Risk, Equality and Data Protection - Discussion**
28. Risk Management – Risk Issues to be considered as a consequence of the consideration of the above agenda
29. Equality Management – Equality Issues to be considered as a consequence of the consideration of the above agenda
30. Data Protection – Data Protection Issues to be considered as a consequence of the consideration of the above agenda
31. Closure
32. Date of Next Meeting
14 March 2022
33. Dates for the Diary
Online Graduation – 16 December 2021: 2.30pm and 4pm
Board Development Event – 19 January 2022

All Press Releases relating to the College are available to view on the Board Portal via the following link:

<https://intranet.glasgowkelvin.ac.uk/sites/board/Pages/press.aspx>