



Chairs Report from the Board Meeting 13th December 2018

1. This is the thirteenth Chair's Report and it sets out the main items for this meeting which were the minutes of the Board's committees, approval of the NCL consolidated accounts, the minute of the Board meeting on the 1st October, the minute of the SLC Board on the 18th September 2018, the Student Association Reports, the Chair's Report, the Auditor General's Scotland's Colleges Report, the Board Strategy Day, Board Evaluation and progress on the NCL Business Plan.

2. **Chair's Welcome:** I welcomed everyone to this winter meeting of the Board.

3. The committee Chairs reported by exception from the draft minutes of the meetings in this Board cycle. Following this round of committees, the Board was informed as follows below.

3.1. CSAO Committee Minute 12th November 2018: Martin McGuire drew attention to the National Stem Strategy which sets out the progress in this area and he informed the Board that he had chaired a meeting of the Scottish Stem Hub Steering Group the day before this meeting of the Board. Derek Smeall informed the Board that NCL had come second in the National Worldskills UK Competition in Birmingham with 12 students bringing back awards – 4 golds, 3 silver, 2 bronze, a highly commended award and first and third place in the Building Information Model in the Architectural Design competition. Clare Adamson MSP had put a motion in on this to the Scottish Parliament.

3.2 Audit Committee 3rd December 2018 Ann Stark drew the Board's attention to item 8.2.1 point 4 in the minute which quotes from the Mazar's Draft Annual Report as follows:

“The Lanarkshire Board has governance arrangements in place that provide appropriate scrutiny of decisions made. However, a review of governance arrangements at the RSB is still to take place to identify potential improvements to the regional governance framework; “

I informed the Board that, following a meeting I had with Andy Kerr and Sharon Drysdale and Wilma McDonald of the SFC, a small working group had been set up to develop a Memorandum of Understanding (MOU) between SLC and NCL which would complement and clarify existing documentation and pave the way forward for further collaborative working. It was agreed that the Board would be consulted on the MOU and would be asked to consider and agree it.

3.3 RGP Committee 19th November 2018: Keith Fulton reported that an update on the PAPLS committee was on the Board agenda at Item 9.6. He drew the Board's attention to the Employers Association update at Item 6.1.2 of the RGP minute.

3.4 Finance Committee Meeting 19th November 2018: the Chair of the Finance Committee drew the Board's attention to the process for the submission of the SLC FFR, the fact that the SFC have not yet acknowledged or approved the Business Plan but have communicated support for the latest VS scheme. I commented on SFC proposed reallocation of funds on the basis of updated staffing complements and the Lanarkshire Board's agreement to vigorously oppose in year clawback.

3.5 Special meetings: Finance Committee 4th December 2018: The Board noted that the Finance Committee was recommending the accounts to the Board subject to the agreement of the paragraphs on regional benefit being approved by the Chairs of the Audit and Risk Committee and Finance Committees and the Chair of the Board. The wording had now been

agreed. The auditors are giving an unqualified opinion on the Financial Statements, an unqualified regularity opinion and an unqualified opinion on other requirements. There now needed to be an action plan to address regional collaboration and regional finance in the light of the comments in the Annual Audit Plan.

3.6 A paper on the NCL Nurseries Review Options was presented to the Board and the Board agreed the recommendations as follows: payment of the living wage to AMCOL staff (the paper makes it clear that the living wage was paid to AMCOL employees in December 2018), modelling options for the future and that the review group be re-constituted including representatives from Amcol board, the union, SFC and other interested parties in respect of the delivery of early education.

3.7 The Board minute of the 1st October 2018 was approved.

3.8 SLC Board Minute of the 18th September 2018. The Board minute is published on the SLC website. Stewart McKillop presented the minute and highlighted the following:

Presentation by Steve McIntosh, Regional Chief Information Security Officer from Higher Education and Further Education Shared Technical Information Services Ltd on The Cyber Threat Landscape.

Student Recruitment – the Principal stated that at present the College was extremely happy with its recruitment numbers and he thought it unlikely that there would be a requirement to run many January Start courses.

Recruitment of Members – members noted the current vacancies on the Board. Mr Kerr stated that the Principal and Clerk were working on recruitment at present. An update would come back to the Board in due course.

National Pay Bargaining – the Principal re-iterated that the College was now tied to the agreements and negotiations determined by National Pay Bargaining. Members acknowledged the difficulties this brought to a College who had for many years achieved successful local bargaining, with open and frank communication between the Senior Management Team and Staff representatives. Details were given of the ongoing discussion on lecturing staff hours and the impact from this. The Principal stated that thus far, the College had avoided going into dispute at a local level but that this was not the case for all colleges. Members noted that dialogue also continued on the annual salary proposals for both lecturing and support staff and that Mr McAllister had set aside indicative allowances for this within his budgets.

Construction Industry Training Board (CITB) – the Principal gave a detailed synopsis of the collective work being done in the Sector to address the growing issues in regard to the split of fees between the CITB and colleges.

Absence – extremely positive figures presented. The Committee has asked that cross-sector statistics on absence be sought if possible.

Financial Forecasts: The Principal added that he and Mr Allan would be attending a meeting on the new Funding Methodology and details of this would be reported back to the Board. He added that the College had continued to meet its credit target and indeed grow over the years and that he remained confident that this would be the ongoing pattern.

HMI visits– schedule of dates had now been agreed for Mr Brawley to visit the College. He has also been appointed as the HMI for New College Lanarkshire.

Election of Vice Chair of the Board of Management: Mr Paul Hutchison was elected to the position of Vice Chair of the Board of Management.



4. Student Association Reports

4.1 NCL Student Association Report

The NCL Student Association Report is published with the Board papers on the web. Dominika Gryska presented the report to the committee and highlighted the following areas:

- The Fresher's Fair ran over three days – one day per campus - and was very successful with lots of engagement with external agencies and social media.
- Colleges Scotland held its annual Parliamentary reception on the 25th September 2018 and the Be Engaged and pop up barbershop were show cased.
- Class representatives (reps) and SPARQS training – the SA supported by Learner engagement have rolled out training for the class representatives .There are 647 class reps representing students on topics such as learning and teaching.
- Recruitment of volunteers – there are 15 volunteers across all the campuses who will help with a range of activities undertaken by the SA.
- Halloween and bonfire night with our Chinese Students. There was a visit to the Dungeons in Edinburgh, the bonfire night at Strathclyde Park and a visit to Glasgow's China town for food supplies.
- Research into the Financial Behaviour of FE students – in partnership with Learner Engagement the SA supported a focus group undertaking research on behalf of the Scottish Government. SQW have been appointed by the Scottish Government to carry out research with FE students on the support available to them and this builds on the evidence gathered to inform the independent review of student support that was published in 2017. The SA facilitated focus groups with FE students from across the College in the Motherwell Campus on the 6th November 2018.
- The SA have decided to focus on mental health and suicide awareness and help to fundraise for Chris's House. This stands for "Centre for Help, Response and Intervention Surrounding Suicide" and it provides a safe environment where people in crisis can find respite. The SA have raised £300 to date.
- There is a study group in the Cumbernauld library, a music club and the intention is to record something for the end of the year, work is ongoing to get a football team at Broadwood, there will be an event for key animal charities, an arts project which will be based on pictures with 5 colours with students selecting a favourite out of 96 pictures and a Big Brew UP for Help for Heroes.

4.2 Elizabeth Newlands gave the report for the SLC Student Association from the paper which is published on the website. She highlighted the following:

- A branding makeover for the SLC Student Association
- Officer Elections and Appointments
- Graduation Ceremonies and dinner
- Student support groups
- Smile mile walk
- The Fresher's week which was a great success
- Worlds mental health day
- Health and well- being week
- Big Bang STEM Event



- Suicide Alertness Training
- The Recovery walk Glasgow
- College hoodies are continuing to be popular with the first batch of hoodies sold out in record time.
- A list of upcoming events.

The Board noted the reports that will be published on the web site and the Chair thanked Dominika and Elizabeth for their reports to the Board.

4.3. Staff Members Update

NCL Update. Moira Jarvie made the following comments:

- It was good that the VS scheme had been deferred so as not to cause stress to staff over the festive break.
- There had been a very good report from the Care Commission.
- The Graduation Ceremony had been a very welcoming event and staff had commented on this
- The living wage accreditation was very welcome

5. SLC Report to the Board

Stewart McKillop reported from the SLC meeting on the 27th November 2018 to the Board as follows:

Audit: External Audit: The accounts produced a balanced budget £36K in line with Management Accounts. The Accounts were approved by the SLC Board. There was 1 low level Audit Point. Internal Audit: Over the course of the year we have 5 Internal Audit Points none of which were high.

Finances: Cash flow stayed positive over the course of the year. SLC has an overdraft facility of £300K but didn't have to utilise it.

PIs: Overall success rate was 77.2%. SIMD 10 & 20 represented 17% of student population. 93% successful progression of students. Achieved the Credit Target (416 over). This year again in line to achieve credit target.

Education Scotland: Grades will either be Excellent or Very Good across all 3 parameters. Currently in discussion with Education Scotland over one of these grades.

Recruitment of B of M Members: There were nearly 60 expressions of interest with 18 candidates in the long leet and 9 interviewed. At conclusion of process names of successful candidates will go for ratification to The Lanarkshire Board.

Staff Benefits: A survey will be carried out in early 2019. The Board of Management think that it is important that with National Pay and conditions of Service that it give added value to staff through benefits such as: additional one times salary for Death in Service payments for all staff, loans for travel cards, dance classes, exercise Classes, Choir, Chiropodists, Cycle to work scheme.

6. Chairs' Report

6.1 Events and Awards: The Chair noted the range of awards and achievements as highlighted to the Board in the NCL Awards and Achievements paper which is included in the Board papers published from this meeting. The Board was informed that Ross Megahy had been selected to represent the UK at the prestigious Euroskills competition in Budapest and that he had won a bronze medal at the competition. The Chair congratulated the students and staff involved on behalf of the Board.

6.2 Lanarkshire Board Recruitment: The recruitment to the Board is underway with a deadline for applications of the 7th January 2019. The Board is looking for three new non-executive Board Members. There had been no response to the notice for nominations of a teaching staff member to the Board.

6.3 National Committees: The Chair reported that he had attended a meeting of the college chairs called by the Scottish Government and this had been a helpful introduction to the role of the Chair. The Scottish Government's priorities are at this point still a work in progress. Colleges Scotland have produced a Statement of Ambition and this will be sent to the Board for information. He would also attend the Colleges' Scotland Board meeting in January 2019.

6.4 Update from Employers Association: I drew the Boards attention to the Employers' Association update in the RGP minute.

7. Monitoring Arrangements and Reporting – Business Plan. The Board noted the paper presented by Derek Smeall which sets out the detailed monitoring arrangements for the Business Plan showing who is responsible for each strand and what will be reported to which committee of the Board. There has been an item on each committee of the Board and this will become a standing item on each committee.

8. Auditor Generals Regional General's Colleges' Scotland 2018 Report – Regional Benefits

The Board noted that the recommendation in the report is that the Lanarkshire Board produces a regional collaborative working plan and noted the paper and the letter to the Chair of the PAPLS Committee.

9. Board Strategy Day: The date set is 18th March 2019. In keeping with themes identified at the previous year's event, comments made by the Auditor General and agreement at the 1st October 2019 Lanarkshire Board meeting, the day would focus on regional collaboration. It was stated that whilst this was desirable, there should be ongoing progress between the Lanarkshire Colleges in this area before 18th March.

10. Board Self – evaluation 2018-19 – themes. The Board noted and agreed the paper and that partnership and collaboration should be a major theme in the 2018-19 evaluation.

11. There was an update on the Board Development Plan which the Board noted. Partnership Mapping would be considered within the context of the regional collaborative working plan.

12. I hope that you have found this report on the work of the Board and its committees useful. The next meeting of the Lanarkshire Board will be at 5pm on the 25th March 2018 in the Boardroom at South Lanarkshire College. I will report again after this meeting.

Keith Fulton
Acting Chair of the Lanarkshire Board