

## Minute

### The Lanarkshire Board 13th December 2018

#### 10.30 Drumcarron Suite Cumbernauld Campus

**Present from the Lanarkshire Board:** Keith Fulton (Acting Chair), Kenny Anderson, Jean Carratt, John Elliot, Domenika Gryszka, Rose Harkness, Moira Jarvie, Andy Kerr, Martin McGuire, Rosemary McKenna, Stewart McKillop, Paul O'Donnell, Elizabeth Newlands (SLC Student Vice President) Professor Robert Pyper, Ann Stark.

**In Attendance:** Angus Allan (Depute Principal SLC), Iain Clark (Vice Principal -NCL), Sharon Drysdale (SFC), Brian Gilchrist, Diane McGill (Board Secretary -The Lanarkshire Board), Keith McAllister (Head of Finance SLC), Penny Neish (Assistant to the Chair of the Lanarkshire Board), Lucy Nutley (Mazars), Derek Smeall (Vice Principal NCL).

#### 1. Chair's Welcome

Keith Fulton welcomed everyone to the meeting.

#### 2. Apologies

**2.1** There were apologies from Board Members as follows: Matthew O'Hare, Stuart Reid, and David Winning.

#### 3. Declaration of Interest

**3.1** There were no declarations of interest.

#### 4. NCL Committee Minutes and Reports

**Note:** The Chairs of the Lanarkshire Board committees decided at the Chairs' meeting on the 8<sup>th</sup> February 2016 to report by exception in their report to the Board and where there was a recommendation to the Board the committee chair would ensure that there was sufficient information for the Board to make its decision.

**4.1. CSAO Committee Minute 12th November 2018:** Martin McGuire reported to the Board drew attention to Item 5.2 in the minute – 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. Kenny Anderson asked about the impact of the roll out of universal benefit on the student bodies. Jean Carratt informed the Board that this was having a big impact and this is being monitored. A report is being prepared on the impact with input from the Student Associations. 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.

#### **4.2 Audit and Risk Committee 3rd December 2018.**

**4.2.1** Ann Stark drew the Boards 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; “

**4.2.2** Keith Fulton informed the Board that, following a meeting he 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.

**4.2.3** Professor Pyper asked about planned progress on the regional financial governance review given that the auditors have raised the issue in the draft Annual Audit Report stating that there is no indication that the review has been undertaken during the year. Kenneth Anderson responded saying that there was a need to cover broader issues of collaboration first and this is being progressed through the MOU and then the regional finance review will progress in the context of this framework.

**4.2.4** Andy Kerr informed the Board that the MOU would have the Financial Memorandum (FM) as a key reference document and it was designed to support the FM. It was the intention that the group would finalise the draft of the MOU by the following week. Ann Stark asked if the group was a formal group and Keith Fulton referred to the agreement at the last Board meeting that there would be a meeting with himself and Andy Kerr with the SFC to discuss the assurance and approval process around the FFRs and the role of the Chief Officer. The MOU was the next step in doing this following that meeting.

**4.2.5** Paul O'Donnell asked what the MOU would bring as it was his view that the legislative position was clearly set out in the Financial Memorandum and he did not see the need for a further document. He said that any MOU would need to be approved by the Board. Sharon Drysdale from the SFC said that they had had an internal discussion about the MOU and would probably have to have a further discussion about how it related to the Financial Memorandum. The SFC were suggesting that there shouldn't be two documents and that any MOU should be within the Financial Memorandum. Ann Stark raised the issue of delay if this had to come back to the next meeting of the Board in March 2019 and Keith Fulton said that written procedure could be used for urgent decisions in between Board meetings.

***Decision: It was agreed that the Board would be consulted on the MOU and would be asked to approve it. This would be by written procedure to facilitate the discussion about regional collaboration and the production of the collaborative plan required in the Auditor General's Colleges' Scotland 2018 report***

**4.3 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 Boards attention to the Employers Association update at Item 6.1.2 of the RGP minute.

**4.4 Finance Committee Meeting 19th November 2018:** the Chair of the Finance Committee drew the Board's attention to the following items in the minute: Item 7.3 – the process for the submission of the SLC FFR, Item 8.1.3 – the fact that the SFC have not yet acknowledged or approved the Business Plan but have communicated support for the latest VS scheme and Item 9 where there are concerns about the level of absence including long term sickness in the catering area. Moira Jarvie reported to the Board that she had met with staff and that there will be ongoing discussion and action to address this issue which will be reported to the Finance Committee. Keith Fulton commented on Item 12 which was about the reallocation of funds on the basis of updated staffing complements and the Lanarkshire Board's agreement to vigorously oppose in year clawback. He also reported that he had requested a meeting with Alex Linkston about the ongoing lack of funding being made to some colleges that had harmonised at merger and was proposing that Alex Linkston and the colleges most affected by this would meet with the SFC.

**4.5 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.

#### **4.6 Audit and Finance Committee Recommendations & Board Approval of the 2017-2018 Consolidated Accounts**

**4.6.1** Ian Clark presented the Financial Statement as follows:

- **P 7** – sets out the Performance figures for the Region and that the region reached its SFC funded core target.
- **P 11** – The colleges achieved their core funded target by delivering 172,245 SFC funding credits which is 168 SFC funding credits over the target of 172,077. The colleges delivered an additional 15,393 ESF – SFC funding credits against a target of 15,393. The colleges provided places for 12,509 Full time equivalent learners.
- **P 20** – the table sets out the Underlying Operating Position which shows a surplus of 1,336k which is 1.9% of Total Expenditure for 2017/18 which is in contrast to the (132) K deficit for 2016/17 which was (0.2) % of Total Expenditure. NCL, SLC and AMCOL are all in surplus which is a strong position for this year.
- **P 50** – the balance sheet is strong following revaluations of land and buildings and actuarial gain in respect of pension schemes set out on p48.

**4.6.2** Lucy Nutley presented Mazar's Annual Audit Report as follows:

**4.6.2.1 P 3 The Executive Summary:** this states that the auditors are giving an unqualified opinion on the Financial Statements, an unqualified regularity opinion and an unqualified opinion on other requirements.

There are four wider scope dimensions and the conclusion are as follows:

- The Lanarkshire Board has arrangements in place, including budgetary control, that help the Board members scrutinise finances. Currently, consolidated regional financial information is not available to Board members during the year.
- The Lanarkshire Board has adequate financial planning arrangements in place, however, financial sustainability concerns, initially raised in 2017, remain; Mazars have commented on

financial sustainability in their report because the SFC have not at the time of writing formally approved the Business Plan though they have confirmed support of a VS scheme.

- 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; and
- The Lanarkshire Board has an effective performance management framework in place that supports progress towards the achievement of value for money.

**4.6.2.2 P9** Consolidation process – a key area of management judgement and the auditors noted that the Colleges are aware of different property, plant and equipment revaluation policies in New College Lanarkshire and South Lanarkshire College, such that on an ongoing basis, there will be revaluations in different accounting periods. The auditors do not anticipate that this would result in material misstatements in the future.

**4.6.2.3 P10** the audit work provided satisfactory assurance over the voluntary severance scheme.

**4.6.2.4 P 15** The top table sets out the adjusted operating position and this is the same as P 20 in the Financial Statements.

**4.6.3** Robert Pyper stated that 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. Keith Fulton informed the Board that he and Andy Kerr had met with the Glasgow Board to discuss their approaches and that they had seen that there was more collaboration in the Lanarkshire Region than people thought there was and Andy Kerr reiterated that the MOU would support further activity. Keith Fulton gave the background to this saying that when the Auditor General's report had been published, it became clear that there were a number of achievements listed for the other RSB's which also applied to the Lanarkshire Board but had not been listed for that Board. It was agreed at the Board meeting on the 1st October 2018 that a paper on regional benefits should be submitted to the PAPLS committee and a letter had gone from Keith Fulton to the Chair of the PAPLS Committee along with a copy of the Regional Strategy and a paper setting out existing regional benefits which had not been included in the Auditor General's report.

**4.6.4** Robert Pyper said that it was OK to correct the record and the comparison made in the Auditor General's report but that a forward strategy was needed. It is about the regional aspects of the Board and facilitating this – it is about one region and not one college. Andy Kerr said that the MOU would set out the role of the RSB, SLC and the Chief Officer and that this would be redrafted and would then go to the Board. Paul O'Donnell repeated his concerns about the need for an MOU given that the relationship was set out in the FM – see paragraph 4.2.5 above. Kenneth Anderson re-iterated that the MOU would be circulated to the Board when there was a final draft.

**4.6.5** Keith Fulton was concerned about the fact that the SFC had not signed the Business Plan. Sharon Drysdale agreed to take this back to the SFC. Paul O'Donnell said that the Board had a reasonable expectation that the SFC would sign the document and Moira Jarvie said that the trade unions would also have expected this to be signed by the SFC. Martin McGuire said that operationally the plan was now being delivered and the first tranche of funding had been agreed so there was implicit agreement.

***Decision: Keith Fulton will raise this with Aileen McKechnie at the Scottish Government and with John Kemp in the following week.***

4.6.6 The Chair thanked both Finance Teams for their work on the consolidated accounts.

**Decision: The Board approved the consolidated NCL 2017-18 accounts.**

#### 4.7 Nurseries Review

Paul O'Donnell presented the paper on the NCL Nurseries Review Options and highlighted the following:

**4.7.1. Main Issues:** Amcol has been and must continue to operate autonomously of NCL, however it is also important a sustainable business model is sought independent of the NCL functions and budgets. There are two issues the Board needs to grapple with, these are the financial implications of the Living Wage and the long-term sustainability of Amcol. The Board had a detailed discussion on the issues set out in the paper.

#### 4.7.2 Summary of recommendations to the Board

**Recommendation 1 – living wage:** There was a clear steer in terms of the work of the review group of the importance of the living wage. Recommended that the living wage be paid as quickly as possible for all Amcol staff. The sub-committee requested that NCL look to assist Amcol with the arrangements for this. Amcol have agreed to all staff receiving the living wage and this was paid at the beginning of December. Clearly recommendation 1 will have consequences to the business model of Amcol.

**Recommendation 2:** Ask that NCL work with the AMCOL Chief Executive to model options for the future of nursery provision. The modelling will consider the consequences for NCL and Amcol of ensuring that all nursery staff are treated on the same basis. In addition, request that Amcol look at their business case to consider the feasibility of moving to a surplus of 3 to 5%, in light of the changes to staff terms and conditions. The time that will take and again the consequences to Amcol and NCL.

**Recommendation 3:** Move promptly to a transition phase with Amcol, so that these issues can be discussed openly but with sensitivity. Recommend 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. In addition to Amcol we need to consider a feasible solution for the provision of early years' education and child care at Coatbridge. The new group will require to be solutions focussed to provide a structure for NCL to ensure that we meet our responsibilities to our students and staff.

4.7.3 The Board was informed that nursery provision is delivered by the private sector in SLC and they rent space from the college.

4.7.4 There was discussion with Board Members about the payment of the living wage and the recommendations. Rosemary McKenna and Martin McGuire highlighted the need to pay the living wage.

**Decision: The Board agreed about the payment of the living wage and Recommendation 1 and also agreed Recommendations 2 and 3.**

## 5. Board Minutes

### 5.1 Minute of the Lanarkshire Board 1st October 2018.

The draft minutes of the meeting of the Board on the 1st October 2018 were approved.

### 5.2 Matters Arising

Keith Fulton referred to the following items:

Item 1 – He confirmed that he had written to all staff at NCL to inform them of Linda’s leave of absence.

Item 4.5.2. The EIS/FELA dispute had not been upheld.

Item 5.3. The meeting with Alex Linkston would cover this item about funding issues from national bargaining for some colleges.

Item 6.1 – There had been a meeting with Marisa Rose and Martin McGuire and the room that had been identified as a possible social space was not an option. The conclusion is that there is no easy solution but there is acknowledgement of the problem. There will be a further meeting when Marisa returns from sick leave.

Item 6.2 Sharon Drysdale informed the Board that the issue of not being able to defer a university place in order to be the Student President was going to the Universities Scotland Learning and Teaching committee.

Item 8.4.1 Wylie and Bisset will be invited to the Board in March.

Item 8.4.2 The MOU is the outcome of the meeting with Andy Kerr and the SFC.

Item 8.5 The PAPLS transcripts had been reviewed by Keith Fulton, the Board Secretary and Penny Neish and the letter and paper on Regional Benefits had been submitted to the Chair of the PAPLS committee.

Item 9.1 The framework for the regional collaboration plan with contributions from both colleges that is to go to the Chairs’ Committee will also be circulated to the Board.

### 5.3 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:

**5.3.1 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. The presentation covered – Cyber Security, Cyber Threat Actors, Motivations, Cyber Security Risks, Cyber Risk Reduction, Reducing the Sector Risk, Board Responsibilities, Benefits.

**5.3.2 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.

**5.3.3. 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.

**5.3.4 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.

**5.3.5 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. Members noted that there had been no rise in payment to the College over the past eight years with CITB retaining 70% of the funding. Discussion then took place on the benefits and pitfalls to the individual colleges becoming Management Agents. Members stressed the importance that this should not lead to colleges bidding against each other for the same pot of money.

**5.3.6 Consolidated Accounts** – Mr Kerr had sought clarification on the preparation of the Consolidated Accounts at the meeting and had received assurance from Mazars that there would be clear separation of the audit of the Accounts of New College Lanarkshire and South Lanarkshire College. Members had stated that it was not acceptable within the commentary of the Consolidated Accounts, that NCL and its subsidiaries plus SLC were referred to as the Group and had requested that this was reported back. Mazars had agreed to feed this request back to the RSB. This directive was welcomed by the Board.

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

**5.3.8 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. Management was pleased to report that it had not required to go into overdraft during the year to July 2018 and had maintained high performance indicators. Members then approved: The financial forecast for the year to 31<sup>st</sup> July 2018. The updated 5-year financial plan including Budget for 2018/19. The Financial Forecasting Return FFR for submission to the SFC via the RSB.

**5.3.9 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. This will not however impact on the reporting system and the College will continue to receive an individual report. Self-Evaluation – the College’s annual process is now well underway with the round-robin meeting taking place on 27<sup>th</sup> September 2018. As with other years an external member will be invited to be part of the process.

**5.3.10 Student Association Report:** Events and Training – both the President and Vice President attended the two-day NUS Lead and Change training. This had been an excellent event, allowing for dialogue and sharing of good practice. Mental Health Training – the President attended safeTALK Suicide Alertness training. This developed into an excellent networking opportunity with an offer to attend Scottish Mental Health First Aid Training.

**5.3.11 Election of Vice Chair of the Board of Management:** Andy Kerr nominated Mr Paul Hutchison to the position of Vice Chair of the Board of Management and asked if any other member would wish to be considered or to nominate. No other nominations were received. The nomination for Mr Hutchinson was seconded by Mr McDowall and Ms Harkness. Members congratulated Mr Hutchinson.



## 6. Student Association Reports

### 6.1 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.

6.2 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.

## 7. Staff Members Update

**7.1 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

## 8. SLC Report to the Board

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

**8.1. 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.

**8.2. 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. The college will receive an additional uplift of £84,319 for year 2 of support for new salary scales. £1.3 million to be legally committed for dilapidations by 31<sup>st</sup> March 2019. Gardner & Theobald did college wide dilapidations surveys and SLC are using them along with Doig & Smith as project managers. There is a £450K spend on dilapidations already. Further activity will be in areas where SLC can get a return on it's spend such as LED lighting etc.

**8.3. 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.

**8.4. 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.

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

**8.6 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.

The Lanarkshire Board noted the report.



## 9. Chairs' Report

**9.1 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.

**9.2 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 following the resignations of Ronnie Smith and Douglas Anderson and the Board was informed that Stuart Reid has resigned from the Board with effect from the 31st of December 2018. There has been no response to the notice for nominations of a teaching staff member to the Board.

**9.3 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.

**9.4 Update from Employers Association:** Keith Fulton drew the Boards attention to the Employers' Association update at Item 6.1.2 of the RGP minute.

**9.5 Update on meeting with the Chair of SLC and the SFC:** This was reported at Item 4.2.2 above and in the note of the meeting by Keith Fulton which was circulated to the Board. It notes that the agreed actions from the meeting are a proposal from Andy Kerr to establish a short term working group to review and propose a framework that embraced the expectations and requirements of the FM which was welcomed positively. Sharon Drysdale informed the Board that she has been seconded to look at skills alignment to help forward the Enterprise and Skills Board Strategy and Linda McLeod will take over as the outcome manager for the region. Keith thanked her for all the work that she had done with the Lanarkshire Board.

**9.6 Update on the PAPLS Committee:** This had been reported on at Item 4.6.3 above.

**10. 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.

## 11. Auditor General's Regional General's Colleges' Scotland 2018 Report – Regional Benefits

There was discussion about the Auditor General's Report at Item 4.6.3 above. 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.

**12. 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. Keith asked if any members wanted to form and to be part of a short working group on the Board Strategy Day to let him know.

***Decision: The Board Strategy Day will be about regional collaboration and the regional collaborative working plan and papers will be produced as agreed at the last Board meeting for the strategy day.***

### **13. Board Evaluation**

#### **13.1 Board Self – evaluation 2018-19 – themes.**

***Decision: The Board noted and agreed the paper and that partnership and collaboration should be a major theme in the 2018-19 evaluation.***

#### **13.2 Board Development Plan – Update. The Board noted the update.**

**13.3 Board Secretary Resources Review:** Keith Fulton informed the Board that the review of the resources for the Board Secretary had been completed and the recommendations on resources and timing of papers would be enacted.

**13.4 Partnership Mapping:** This would be considered within the context of the regional collaborative working plan.

### **14. Approval of Publication of Papers from the Board**

**The Board agreed to the publication of the following papers from this meeting:**

The agenda

Item 5.1	The Minute of the Lanarkshire Board of the 1st October 2018
Item 5.3	The Minute of the SLC Board of 18th September 2018 is published on the SLC website
Item 6.1	The NCL Student Association Report
Item 6.2	The SLC Student Association Report and Newsletter
Item 8.1	NCL Awards and Achievements
Item 9	The letter and paper to the Chair of the PAPLS Committee
Item 13.1-	Board Self Evaluation themes
Item 13.2	The Board Development Plan Update

**15. AOB:** The Board was advised about the Big Breakfasts being held for charity and Board Members were invited to attend.

### **16. Lanarkshire Board Remuneration Committee Update**

Kenny Anderson informed the Board that a new framework for looking at senior management salaries was being prepared and this would inform the Remuneration Committees future meetings.

### **17. Date of the Next Meeting: The date of the next meeting**

The next meeting of the Lanarkshire Board will be at 5pm on the 25th March 2018 in the Boardroom at South Lanarkshire College.