

Item 4.1 CC 4/02/19

Minute

Chairs' Committee

5pm 2nd July 2018 Boardroom Cumbernauld Campus

Present: Kenneth Anderson, Linda McTavish, Keith Fulton, Ann Stark

In Attendance: Martin McGuire, Diane McGill.

1. Chair's Welcome

The Chair welcomed the committee Chair's to the meeting and thanked them for their time in attending.

2. Apologies

There were apologies from Dave Winning.

3. Declaration of Interest

There were no declarations of interest

4. Minute of the meeting of the 27th November 2017.

4.1 The minute of the meeting was approved.

5. The PAPL Committee and Next Steps

5.1 There was a wide ranging discussion about the evidence session at the PAPL Committee on the 28th August 2018 and following the discussion key action points were agreed as below.

Decisions:

Firstly, there will be a meeting of the Chairs' Committee in the week beginning the 6th August and John Kemp from the SFC will be asked to attend this meeting to discuss the draft Business Scenario Plan. The Chairs' Committee will keep a focus on the delivery of the plan.

Secondly, there will be a special meeting of the Board to agree the draft Business Scenario Plan at the end of August/beginning of September 2018.

Thirdly, as part of actions to improve communication with staff, the Board agenda will be restructured to include papers from the staff representatives as a standing item as it is for the Student Presidents.

Fourthly, there will be an analysis of the transcript from the PAPL meeting and the additional paper from Brian Gilchrist addressing the issues raised by the paper from the EIS/FELA unions submitted to the PAPL committee will be circulated to the Chairs Committee.

6. EIS appeal to RGP Committee

6.1 Keith Fulton informed the Chairs' Committee that the possibility of the RGP committee hearing a presentation from the EIS/FELA unions about the implementation of the 23 ours plus 1 resulting from national bargaining had been raised at the last RGP meeting and the committee had noted that

it may get a request for a presentation. This had subsequently happened and the RGP committee had decided by written procedure that it could hear the presentation. There would be special meetings of the RGP committee to consider the presentation from the unions and the management and a recommendation would come to the Chairs committee at its next meeting.

7. Update on Reviews

7.1 Kenny Anderson informed the committee that he had been in contact with members of the working group which had been formed to look at the nursery provision in NCL following the decision at the Finance Committee to reconvene the group because of the issue of the living wage and the nurseries. Paul O'Donnell is preparing a paper for the group and this will continue to be reported through the Finance Committee.

7.2 Kenny Anderson informed the committee that he had met with Jim Godfrey and there had been discussions with the SFC. The proposal is that Jim Godfrey works on the wider aspects of regional finance for one day a week. There would be synergies with the work that he has been doing with the Glasgow Board.

Action: Kenny Anderson will forward a paper on this to Keith Fulton.

8. Best Practice and Innovation – Audit and Risk Committee

Ann Stark talked to the committee about proposed innovations she wanted to make to the Audit and Risk Committee as follows:

- Re-aligning the agenda to take Regional Business first, then NCL business and then SLC Business
- Looking at getting the Head of Finance Report from SLC from the current committee included in the papers being sent out to the Audit and Risk Committee and not following
- Inviting the Chair of the SLC Audit Committee to meetings
- Having a pre meeting of the members of the committee before the meeting starts

Action: The Chairs' Committee noted and supported the innovations being proposed.

9. Key Meeting Dates

9.1 There will be a Remuneration Committee at the end of August /beginning of September 2018 which will look at sector wide information and remuneration committee training. The new Chair of the committee is Kenny Anderson.

9.2 The Committee was given the revised dates for the Audit Committee (3rd December 2018), the special meeting of the Finance Committee (6th December 2018) and the revised date for the Board (13th December 2018).

Action: The committee approved the revised dates.

10. AOB

Keith Fulton updated the committee as follows:

- The review of the resources available to the Board Secretary was progressing
- He had received a number of responses re the Review of the Chair for the self- evaluation report to the SFC and noted that people were still on holiday and that there may still be more to come.
- A report had been received re the issue of cladding at the Motherwell Building via Gardiner and Theobald from Morrisons. NCL has requested a fuller report and this is awaited.
- There is two years left on the indemnity for the Motherwell Campus build and it is advisable to undertake a condition check before the indemnity comes to an end.

The committee noted the update.

11. Date of the Next Meeting: The committee will meet again in the week beginning the 6th August 2018 as agreed at Item 5 above.