

Minute

Chairs' Committee: 10.30 am 17th May 2019 Boardroom, Cumbernauld Campus

Present: Keith Fulton, Dave Winning, Kenneth Anderson Rosemary McKenna attended in her capacity as the Senior Independent Member.

In attendance: John Kemp and Lorna MacDonald of the SFC

1. Chair's welcome

The Chair welcomed all to the meeting. The meeting was being held as part of the review process for the NCL Business Plan. At the Chairs' meeting on the 10th August 2018 with John Kemp and Sharon Drysdale, the following was agreed:

- To set up monthly Executive meetings between SFC and NCL to monitor the progress of the business plan:
- To set up quarterly Non-Executive meetings between SFC and the Board to monitor the implementation of the business plan.

2. Apologies for Absence

Andy Kerr gave his apologies.

3. Declaration of Interest

There were no declarations of interest.

4. Draft Minute of the Chairs' Committee of 4th February 2019

The minute was agreed at the end of the meeting.

5. Business Plan Review

5.1 There have been monthly meetings with the SMT and the SFC and these meetings have been positive. John Kemp informed the Chairs' Committee that he was content following the recent meeting with the SMT and the SFC that the Business Plan was progressing to target and he did not feel that it was necessary to go over the details again in this meeting but wanted to focus on the major changes facing the college which could impact on the delivery of the Business Plan. He noted the moving context with a new Chair and Principal to be appointed and that there was a potential period of flux. Dave Winning commented that things do happen and that with the Business Plan in place the college was in a better situation than it might have been to deal with this period of change. Keith Fulton commented that some change would have been expected in any case to the plan. He agreed that this was a lot of change but it was being managed by the college with plans for recruitment already in place. He informed the SFC that

an internal advertisement for an interim Vice Principal had been advertised to enable a smooth transition and skills transfer from Derek Smeall.

5.2 Kenneth Anderson said that the Business Plan was the scaffolding and it was important not to get sidetracked and for Board Members to ensure the delivery of the Business Plan. John Kemp echoed the scaffolding analogy and the need for the new Principal to build the plan. Lorna MacDonald noted the importance of improvement in the early retention rates and this is fully acknowledged as a key target in the plan.

5.3 John Kemp, given that the SFC were content with the update from the SMT meeting about the Business Plan, wanted to focus on the process for the recruitment of the new Principal. Keith Fulton had spoken to him about this and then to Karen Watt. Keith had informed them that he had spoken to other Regional Chairs who had made recent appointments and had taken advice on procuring recruitment agencies and, having taken all things into consideration (including the timing to get a new Principal appointed before Martin McGuire leaves), the decision had been taken not to use a recruitment agency. John Kemp restated the SFC position as agreeing that it is important to cast the net as wide as possible in the search for suitable candidates as getting the correct candidate was crucial to delivering the Business Plan. He stressed that there had been recent appointments at Principal level and that there were more to come in other colleges and so the pool of potential candidates might be smaller than in other times. The SFC was of the view that using consultants would reduce the risk of not having sufficient good candidates and provide the best chance of widening the pool and making a good appointment. It was important to be able to demonstrate to the new Chair that the process was a thorough as possible. The SFC acknowledged that the decision was, of course, for the College to take.

5.4 Keith Fulton said that there was strong agreement on the challenges and the opportunities presented. It was the perspective on how to proceed that differed and he believed that the SFC recognized how much thought and consideration was given prior to the college reaching the decision not to use recruitment agencies. The advert will reach a wide and varied audience and he had asked HR to ensure that, as part of this, formal and informal avenues would be utilised. This will include SFC networks, as discussed with Karen Watt, and online connections providing access to potential candidates throughout the UK and not solely from the FE Sector.

Action: A summary of what was being done and what had been done would be provided to give the SFC assurance of the college engagement.

6. Remit for Upcoming Reviews

The Chairs' Committee was informed that the remits were being finalised. Annette Bruton would focus on the Business Plan and had already produced a draft document. David Newall would focus on aspects of regionalization.

7. SFC Self- Evaluation Form

The SFC confirmed that this was a form which had been issued to the RSB's and was specific to them. It would be considered in the Lanarkshire Board committee cycle and would be presented to the Board on the 17th June 2019 before submission at the end of June. There would be contributions from both colleges.

8. Lanarkshire Board Collaboration Plan

The framework for the collaboration plan had gone to the last meeting of the Board and had been agreed by the Board. The plan would now be written around the framework with contributions from both colleges and it would also go the Board on the 17th June 2019.

9. AOB

There was no other business

10. Date of the Next meeting

This is an ad hoc committee but meetings will be arranged with the Chief Executive of the SFC to monitor the Business Plan and the subsequent monitoring arrangements for the Business Plan will be agreed at the first meeting.