**Minute: NCL Resources and General Purposes Committee (RGP)**

**15.00 on 20 May 2024 at via Zoom**

Present: Keith Fulton (Chair), David Alves, Christopher Moore, Ronnie Smith

Apologies: Derek Hamill, William McCallum

In attendance: Ann Baxter, Ronnie Gilmour, Elaine Turkington, Diane McGill, Penny Neish

1. **Chair’s welcome**

Keith Fulton (KF) opened the meeting and welcomed everyone.

**2. Apologies**

As noted above.

**3. Declarations of Interest**

Ronnie Smith (RS) and Ann Baxter (AB) noted their membership of the AMCOL Board.

**4. Minutes**

**Minutes of the RGP meeting of 26 February 2024**

 The minutes were agreed.

**5. Matters arising:**

There were no matters arising which were not included in the agenda.

**5.1 Update on BTO:**

KF reported that the expenditure for this project currently stands at £677,187 in total (£671,307 previously), with c27%, £183,576, of this relating to legal costs (£180,096 previously); the remaining expenditure has been incurred on health and safety matters, surveys and analyses to get the relevant information.

KF advised that to date he and Derek Hamill (DH) had been unable to meet up as per the minute of the last meeting of the RGP (26 February 2024) to discuss the College’s engagement with BTO and the progress that had been made towards a resolution with Galliford Try/Burness Paull. At the RGP in February DH had said that he was concerned to get value for money for the College and while he thought mediation was the way forward, the current position of yet another 3 months delay meant additional cost to NCL with no certainty of progress at the end of this period.

In the period to this RGP meeting, BTO and Burness Paull had been in further discussion. The main points were:-

* + they continue to engage with the Galliford Try supply chain and said that they had made some positive progress in reference to some headway on settlement figures with certain key sub-contractors;
	+ they are keen to send “substantive correspondence” to BTO with regard to the above as soon as possible;
	+ BTO was asked to provide an apportionment between the three defects (cladding, render and screed) against the £2.5m sued for; and
	+ they are keen to avoid seeing the litigation go “live” again when the current sist on it expires and asked if the College would agree to a further three months hold with a view to possible mediation in that window.

As a result, the college had agreed to an additional three months hold, to early/mid August 2024 and had provided an apportionment of defect related costs as follows:-

* 1. Cladding – 55% to 60%, equivalent to between £1.375m and £1.5m;
	2. Render – 30% to 37%, equivalent to between £750k and £925k; and
	3. Screed – 8%, equivalent to £200k.

**5.2 Nursery update**:

AB gave an update on the **Cumbernauld campus nursery** - The full Nursery Development Board (NDB) met on the 21/11/23, 30/01/24, 26/03/24, 07/05/24 with Minutes uploaded to the Clan on the college intranet. Standard agenda items include a Nursery Manager Operational Update, Marketing Update, Finance Update, Student Funding Update and Curriculum Update. Initiatives that have been developed include wider promotion of the Nursery within the community with College banners promoting “Open to All”, website presence development, market comparisons, a stronger push to Students advising that Study Days can be covered by Student Funding and an increase in fees payable from the Student Support Fund.

Two separate meetings of a sub-Group of the NDB have taken place (07/02/24, 02/05/24) looking more closely at operating models in relation to non-term time provision extension, longer operating hours, nursery occupancy and staffing provision. A paper has been prepared by the Chair of the NDB and will be presented to the Finance Committee for consideration.

The Management accounts to March 2024 show an Operating Deficit YTD of c£28k against a Budgeted Deficit YTD of £112k. This excludes the backdated pay rise outstanding. The forecast annual deficit is £106k against an initial budgeted deficit of £177k. Occupancy Rates have improved to c56% from c44%, with 52 children registered, 18 of whom are children of students. The 56% equates to FTE (full time equivalent) of 36 children of the 64 registered places, as not all children are “full-time”. There is no provision, currently, within the budget for central costs.

**Coatbridge Nursery** see also Paper 8 NCL Estates update (note 8 below): The Coatbridge Nursery building is now in the final preparations for demolition and all main water and electric services have been disconnected. Statutory notices and consents have been obtained and the council has been notified of the upcoming demolition. The decision to remove the structure was due to concerns with asbestos containing materials and the ongoing risks of an empty building.

KF thanked AB and asked if the Nursery Board Development paper, seen by the Chairs’ Committee at their meeting on 16 May, would be going to the Finance Committee in light of wider discussions on sustainability. AB indicated that the paper would go to the Finance Committee immediately following the current meeting of the RGP. The RGP will be updated on the views of the Finance Committee.

***Action: to keep the RGP appraised of the views of the Finance Committee on the proposals in the Nursery Board Development paper***

**5.3 RAAC**: Ronnie Gilmour (RG) advised that William McCallum (Head of Estates) has confirmed that SFC have discontinued their requests for weekly updates, however NCL is going ahead with the independent site survey by Atkins. The survey has been delayed by overwhelming demand for Atkins’ services and sickness within that company. The Board will be updated at its June meeting.

**6. AMCOL Nursery Relationship update**

AB updated the RGP and advised that there was no further information on the Halloween costume testing; the cause of any alleged burns remains undetermined, and investigation, including forensic testing of the costume the child wore to nursery that day is ongoing.

Implementation of Real Living Wage (RLW) took place on 1 April 2024 and significantly impacted on the pay scale differentials within the nursery team employed at AMCOL. Following further discussion with the Board of Directors it was agreed to retain the pay scale differentials, so that nursery staff will also receive a 10.1% salary increase, backdated to 1 April 2024.

AMCOL Board is drafting a “Transfer of Funds Process” in the event that New College Lanarkshire requires the transfer of funds from their subsidiary company AMCOL Scotland Ltd.

Following on from a discussion on staff recruitment and retention, Celia Devine and Deborah Linnen were made aware of Graduate Apprenticeship opportunities with UWS. Staff will attend an information session 6 June 2024.

ICT Update - see also Paper 9.1: The plan to separate Firtrees nursery from the college’s ICT network is progressing and AMCOL have selected Procom as their preferred partner. The new internet connection and phone lines are planned to be in place for June, at which point NCL can begin the process of separating them from the college ICT services and establishing them as an independent site.

**7. College Registrar’s Report**

Elaine Turkington (ET) spoke to her paper and highlighted a number of points:

1. **Voluntary Severance Scheme**: As part of the College’s strategic response to the continuing deficit challenge, approval has been sought and secured from the Board of Management to implement a deficit reduction plan.   One proposal is to open a further self-funded Voluntary Severance Scheme to all staff from 14th May 2024, with applications being accepted for consideration until 3rd June 2024.  The business case for this new Scheme was recently approved by the Scottish Funding Council.
2. **Executive Board Restructure:** The restructure has concluded with an appointment to the new position of Deputy Principal for Professional Services, which was being filled previously on an interim basis.
3. **Professional Services Review:**  This review aligns closely with NCL Strategy 2025, with particular emphasis on the following two strategic priorities:
* Prioritising resource close to the student;
* Simplifying how the College works.

In conjunction with these strategic priorities, related key NCL priorities of student Recruitment, Retention, Attainment and Progression will underpin the Review.

Consultation with the trade unions is underway regarding these high-level proposals for the Review.

There are no plans to reduce overall staffing numbers and there will be no compulsory redundancies.

4) **College Employers Scotland (CES)**

4.1 **National Bargaining Update:**

***Pay Claim:*** The National Joint Negotiating Committee (NJNC) – **Side Table (Lecturing**) most recently met on 28 March 2024.  The management side confirmed to EIS-FELA that there has been no change to the overall funding available and that the current full and final three-year pay offer (£2,000 for Academic Year (AY) 2022/23, £1,500 in AY 2023/24 and £1,500 for AY 2024/25 on all lecturing scale points) remains in place.

It was agreed that further discussions would take place in an attempt to break the current impasse.

KF commented that, more recently, a counter proposal had been put forward by EIS-FELA seeking a 4th year award of £3k for accepting the full and final 3 year deal outlined above together with the inclusion of the same wording on job security agreed with UNISON. In addition, EIS-FELA proposed that funds should be set aside to enable staff to catch up with the work not done on strike days. CES is considering a response to this proposal.

***Lecturer Registration***

Discussions have been taking place at CES regarding lecturer registration, given the substantial number of staff in the sector who must complete the Teaching Qualification for Further Education (TQFE) within 5 years. There are financial implications for colleges, considering the remitted hours per staff member, which raise concerns about affordability.  If staff fail to meet the TQFE completion timeline, the responsibility for determining consequences rests with employers at individual college level.  In addition, GTCS has advised it can only process a very limited number of applications per year.

A circular is being prepared by CES and EIS-FELA using a draft phasing plan, which has been produced along with GTCS, to register the current lecturing workforce.  This phasing plan runs until 2033, providing many lecturers a longer period to achieve full registration.  The National Agreement should allow colleges to manage the registration process at a local level as well as allowing GTCS time to process applications based on their available resources.

**Side Table (Support Staff)**

***Pay Claim:*** Throughout March and April, there have been informal regular discussions with UNISON aimed at trying to resolve the current pay dispute.  Job security was a major focus of the discussions and, through obtaining information from the sector on potential job reductions, it did not appear there would be any compulsory redundancies prior to the end of the pay year (31August 2024).

On that basis, and with some additional wording on Job Security, UNISON was willing to take the employers’ previous two year pay offer (£2,000 AY 2022/23 and £1,500 AY 2023/24) to their membership.  However, at an extraordinary meeting of the CES Executive Group on 30April 2024, this option was not supported.

Discussions took place between the management side and UNISON to explore a compromise agreement, whereby employers would re-table the three year pay offer, and incorporate some elements of the trade union’s requests on Job Security for the first two years of the three-year deal.

The (NJNC) – Side Table (Support) subsequently met on 9 May 2024, where the management side tabled a revised three-year offer to the support staff trade unions (UNISON, Unite and GMB).  The revised offer included a statement by management that there will be no compulsory redundancies for support staff from the date of the agreement until the 31 August 2024. The pay elements of the offer are as previously presented and have not changed since the employers’ full and final three year pay offer was made in November 2023 - £2,000 for AY 2022/23, £1,500 in AY 2023/24 and £1,500 for AY 2024/25. UNISON is now progressing this three year pay offer to a formal consultative vote of their members. Unite and GMB members have previously accepted the pay offer.

   ***Job Evaluation***

Progress has been slow since the last update on Job Evaluation, despite ongoing discussions between management and the trade unions to find a way forward.  Informal discussions have now commenced on developing a resourced and costed Project Plan, to include a Business Case, milestones and project completion, with a view to presenting to the CES Executive Group and then to the Scottish Government.

Scottish Government officials have indicated that funds for the outcomes of Job Evaluation are recognised as a liability on their balance sheet and that access to these would require a jointly agreed approach between employers and trade unions.

There remains concern about the validity of the data used for the original Job Evaluation exercise, not least because it is now considerably out of date.

5) **Industrial Action**

**EIS-FELA** notified the sectorin January of its intention to undertake a programme of discontinuous industrial action consisting of strike action which commenced on 29 February 2024 extending to early June, a total of 13 strike days in all.

A programme of industrial action short of strike (ASOS) began on 12 February 2024.  This takes the following forms:

* “working to rule”, where members perform their duties strictly to the letter of their contract;
* A resulting boycott, involving members withholding students’ results.

KF said that he understood that the mandate for industrial action expires early in June, requiring the union to go back to members to continue this strategy.

**UNISON**had also announced discontinuous strike action to take place on 29 February 2024, and 3 dates in May, however, the trade union has since confirmed it will suspend strike action scheduled for Maywhilst the formal consultative vote is underway.

6) **Joint Negotiating Committee**

6.1) **JNC Academic:** at its meeting in April it was acknowledged that there are so many issues to be discussed that additional meetings outside of the JNC cycle were required.

6.2) **JNC Professional Services**: The local Recognition and Procedure Agreement (RPA) template remains the subject of ongoing discussions between management and UNISON and Unite representatives, although progress has been made in providing a route to the Board as a latter stage in the Disputes Procedure.  It has been proposed that the Chairs’ Committee should act as a Stage 3 Appeals Panel.

7) **Employment Tribunal Update**

There are six claimants in total and the claims remain sisted. The RGP was reminded that this concerns overtime for holiday pay.

David Alves (DA) asked if NCL had calculated the sums in question. ET advised that NCL had made an offer and were waiting for responses from the claimants. ET agreed that there was a formula but that this had not been tested by the Employment Tribunal; they were waiting for the outcome of a test case. NCL is being guided by lawyers.

**8. NCL Estates Update**

This paper was presented by Ronnie Gilmour. During the Easter holidays, essential maintenance works were carried out across all three main campuses including the refurbishment of the student social space at Motherwell for the new Wellbeing Centre. Work on the designated spaces in Cumbernauld and Coatbridge is expected to begin in the coming weeks with the project launch in August 2024.

**Asset Disposal:** Coatbridge Nursery is now in the final preparations for demolition and all main water and electric services have been disconnected. Statutory notices and consents have been obtained and the council have been notified of the upcoming demolition. The decision to remove the structures was due to concerns with asbestos containing materials and the ongoing risks of an empty building.

**Procurement, Funding and Finance:** Estates bid for and secured £235,000 in separate SFC unallocated capital maintenance funding in 2023/24 submission and are currently upgrading the 4 lifts at Motherwell to emergency evacuation lifts. Due to the complexities and costs of installing the same in the main building of Cumbernauld, the remaining funds are now being used to update the fire doors in Motherwell. This funding has been a significant boost to the evacuation of the building with disabled staff and students above the ground floor.

**Kirkintilloch Campus:** A recent market value survey was completed for the campus at Southbank Road. The report has been submitted to the Deputy Principal for Professional Services for information.  The college is waiting for clarification from the Scottish Government/SFC on the retention of funds from the proceeds of asset sales before taking any further action.

KF said that the latest information from SG/SFC is that the split is likely to be 70% to the college and 30% into a holding fund. The details as to whether that is 70% of the overall sale price or 70% over the £500k colleges are currently able to retain is not clear. The full Terms and Conditions remain unknown as yet.

KF congratulated William McCallum on bidding for and winning £235k of unallocated capital maintenance funding and requested that his thanks be passed on.

**9. ICT Update**

John Morrison (JM) introduced and spoke to his paper**.**

i. **Capital Maintenance Fund 2023-24**: The ICT Capital Maintenance projects for 2023-24 have all now been completed successfully and invoiced on time for the 31 March deadline. The original ICT portion of the Capital Maintenance grant was £684,380.00 and this was supplemented by an additional £45,000.00 from the Estates allocation in January, giving a revised total of £729,380.00 (exc. VAT). The actual expenditure came in at £732,060.25 (exc. VAT). This represents an overspend of £2,348.74 which was matched by an underspend from the Estates allocation.

**Classroom A/V refresh programme**: The final work for the ten additional classroom display panel upgrades was completed w/c 1 April. This brings the total number of classrooms upgraded in 2023-24 to 60. A total of 124 classrooms have been refreshed since the programme began in 2022, leaving a total of 145 still to be updated.

**Upgrade the in-house server, storage & backup infrastructure**: The installation work for the new server, storage & backup solution was completed w/c 18 March and the process of migrating in-house servers and data to the new infrastructure has begun. The target date for the completion of this process is Friday 31 May.

 ii. **Digital Poverty Funding 2023-24**: All the projects relating to the Digital Poverty Funding for 2023-24 have been successfully completed with the exception of the digital equipment for the new Student Wellness Centres. The order for this was placed on the 25 April. The installation work will be carried out in May/June and will be completed well in advance of the 31 July deadline.

NCL’s Digital Poverty Funding allocation for 2023-24 was £181,486.00. It is proposed to buy 15 additional laptops for the Student Laptop Library, at a cost of £7,649.25, with the remaining £7,565.85. The shortfall of £83.40 will be made up from the ICT budget. This will bring the total number of new laptops purchased for students to 80.

NCL has been notified by SFC that there will be no funding allocation for Digital Poverty for 2024-25.

iii. **Capital Maintenance Funding 2024-25**

Although substantial progress has been made with upgrading and refreshing the ICT estate over the last two years there is still a significant amount of work and investment needed to bring the infrastructure up to the standard required.

The most urgent priority is to replace the desktop and laptop computers in preparation for Windows 10 moving to end-of-life in October 2025, and computer upgrades for the introduction of Windows 11. The college has been investigating strategies to lessen the financial impact this will create (circa £1.97m over 17 months) and has been in discussion with HP regarding options for leasing PC’s as opposed to purchasing them outright.

Consideration is also being given to the possibility of purchasing Extended Support (ESU) for Windows 10 from Microsoft for part of the IT estate, thus extending the October 2025 deadline for a further year. Microsoft is not due to release the pricing for Windows 10 ESU until around October (2024). The ICT proposal for the 2024-25 Capital Maintenance fund will include a project to refresh the computer endpoint estate but more work is required to determine the exact number and cost of the upgrades that will be put forward.

iv**. Cyber Security**

In April Wylie & Bisset undertook an internal audit on Cyber Security. The report received a Substantial rating and the college benchmarked favourably when compared to other colleges audited by Wylie & Bisset. The 5 recommendations made in the report have been accepted and plans will be put in place to implement them.

KF thanked JM for his report.

Ronnie Smith (RS) said that all colleges in Scotland would be going through migration to the next generation of operating system and new laptops, etc, and asked if there was a sector consortium to maximise the sector’s purchasing power. JM advised that Procurement Scotland was in place for major IT purchases and that a number of frameworks were in place.

KF said that a great deal of work was being undertaken for the benefit of learners and staff which was imperative as much new work is online. ICT/IT needs to be the best the college can afford although he acknowledged how costly this would be.

**9.2 Information systems and development**

RG spoke to Allan Forsyth’s (Head of Information Systems Development) paper and said that this was a new item for the RGP Committee.

RG stated that investment in systems is very important as it enables the college to make the most of the resources it has. To that end the development team has been significantly strengthened by recruiting 3 Graduate Apprentices who were all NCL Students. The experience has been extremely positive and has meant that the team has been able to undertake a range of projects of benefit to students and staff. The 2 apprentices who began in August 2022 have just completed their degree work will be graduating shortly and finishing their apprenticeship. The staffing of the team is being reviewed to ensure that the knowledge, experience and capacity which was developed is not lost and that momentum is maintained.

Some major developments include:

* Course Design – Process Improvement
* Part-time Teaching Hours – Process Improvement
* Part-time Teaching Hours – Process Improvement
* Registers Refresh
* Quality – Internal Verification
* Survey Tool
* Curriculum Development Planning Tool Enhancement
* SQA qualifications uploads for Application Screening

 RG reported that two of the development team travelled to Edinburgh College to discuss possible collaboration in systems development. Edinburgh is a similar-sized college who also have three major campuses and a range of similar opportunities and challenges. The first agreed step is for the development teams to meet in June and share the work practices and the technologies used. Both colleges are also looking at possibilities of sharing software where appropriate and joint development.

KF welcomed this development and the impact it will have on the wider community it will have at NCL.

**10. NCL Health and Safety Report**

**ET spoke to Fiona Curran’s paper:** There have been no new claims received since the last update

to the RGP.

**Health & Safety Management System**

Policies:

* Work on improving the health and safety management systems has continued. The Mental Health & First Aid, Food Safety, and Control of Substances Hazardous to Health Policies & Procedures have all been approved since the last update. There are two policies in draft for consultation (Managing Stress & Educational Excursions). The Drugs & Alcohol Policy & Procedure is still under consultation with the trade unions.
* A fire safety policy, procedure, emergency action plans, and information sharing system have been agreed upon and developed between Estates & H&S. This will ensure best practice and consistency across the campuses. These have been passed to the Trade Union H&S Reps for consultation.
* The current Health & Safety policy statement has expired. A revised statement has been passed to the Principal and the Chairman for finalisation.

Audits & Inspections:

* In March, Asco (fire risk assessors), were instructed to revisit the NCL fire risk assessments across all campuses. The Estates and H&S teams are working collaboratively to address the recommendations identified.
* The HSW team is continuing in the development of audit proformas to ensure we are meeting the standards set by NCL policies and procedures.  The intention will be to start these audits in August at the start of the next academic year.

**NCL Joint Health, Safety, and Wellbeing Committee .**

The NCL Joint HS&W Committee met on the 30 April 2024. David Alves attended the meeting to represent the Board. An additional member, Lucie Armstrong was recruited and attended the meeting and presented on first aid.

KF thanked DA for attending this meeting on his behalf and said he would contact DA to follow up on the discussions at the meeting.

***Action: KF to follow up with DA on the April meeting of the Joint Health, Safety and Wellbeing Committee***

**11. Brand update**

The RGP welcomed the information and graphic lay out of the Brand Dashboard and noted the wide range of activities in which the College is involved.  KF welcomed the inclusion, where possible, of the consequences of some of the actions, although ET said that this was difficult to quantify.

ET advised that the exploration of the effectiveness of the marketing of the brand is on-going and although challenging the team would continue to mine the data further to meet the request of the RGP.

KF said that he welcomed the layout of the Dashboard and acknowledged the difficulty in monitoring the effectiveness of the marketing activities.

**12. Information Governance update**

ET spoke to Lorna Miller’s paper (Information Governance Lead). This area covers personal data protection and data subject rights requests.

**Staff Training and Awareness**: The Data Protection e learning module now forms part of the All Staff Essential Learning and has been updated in preparation for the 24/25 academic year. The modules are delivered via Moodle and are available to all Staff and Board members.

 **Data Protection Internal Audit:** The GDPR internal audit was included as part of the Follow-up audit carried out April 2024. Evidence was summited to the auditor on each of the 3 outstanding recommendations. Work on all 3 recommendations is in hand.

**Freedom of Information**: For the period April 2023 to March 2024 NCL received 49 Freedom of Information requests for information on the voluntary severance scheme, budgets, spend on areas such as legal advice, consultants, agency staff, senior management salaries and expenses.

**13. NCL College Update**

 Christopher Moore (CM) advised the RGP:

* That SFC had informed NCL that there would be no clawback of funds for the shortfall in credits last year. This came as a major relief given the positive impact on the college’s financial position that this decision would have.
* 10 June 2024 is the launch date of the UWS Undergraduate School at NCL. This will take place at Motherwell Campus at noon. CM explained that UWS had originally offered NCL 145 places for which NCL already had 120 confirmed acceptances. UWS subsequently offered NCL an additional 55 places. NCL is working hard to meet the new recruitment target.
* NCL will be offering 6 new degrees:
	+ BSc Collaborative Health and Social Care – Year 2 entry;
	+ BA Social Sciences – Year 3 entry;
	+ BA Business Enterprise and Marketing – Year 3 entry;
	+ BSc Digital Development – Year 3 entry;
	+ BSc Dental Nursing – Year 1 entry;
	+ BEng Cyber Security – Year 2 entry.
* NCL has been nominated in 5 categories at this year’s Herald awards which take place on 28 May 2024:
	+ Outstanding Contribution from a College Student;
	+ Outstanding Business Engagement in Colleges;
	+ Outstanding Contribution to the Local Community;
	+ Partnership Award;
	+ Marketing/PR Campaign of the Year
* NCL will be celebrating its 10th Anniversary on 4 June 2024 with a prize giving event for a project for school children across Lanarkshire to help to solve the climate crisis through innovation, entrepreneurship and sustainability.

KF congratulated CM and his staff for the work being undertaken in the college.

**14. RSB and Assigned College update**

RS advised that the Minister had recently announced in Parliament the start of the consultation period for his preferred option, the dissolution of Lanarkshire RSB and the Glasgow Colleges Regional Board. RS has written to the Minister welcoming his decision but reiterating the importance of having plans in place prior to dissolution on the future operation of the region particularly given the level of diminishing resources in the sector. In his letter RS sought guidance from SG and SFC on their expectations of the Lanarkshire region post dissolution.

**15. Chair’s update**

KF said his activities had been covered in the foregoing discussions on BTO, the Kirkintilloch premises and CES.

He congratulated CM and the Events Team on the Graduation Ceremonies which had taken place on 9 March at Coatbridge Campus. KF said that although space was very limited this had not detracted from the students’ sense of achievement and celebration.

**16. Horizon scanning**

CM said that discussions with SFC on NCL’s Forward Plan would take place on 5 June at SFC’s offices in Edinburgh. He would update the Board at its meeting on 10 June.

**General Committee Business**

**17. Approval of publication of papers from this committee:**

* Agenda for RGP 20 May 2024
* Minutes of the meeting 26 February 2024
* College Registrar’s Update
* Brand Dashboard

**18. AOB**

i) KF said that he was carrying out his evaluation of the Regional Chair as part of the annual Board evaluation process and he urged those who have not yet responded to reply to him by 31 May. He would be sending out reminders.

ii) The Health, Safety and Wellbeing Committee: DA is part of a team looking at the procurement of transportation.

iii) KF added that it was his intention to meet with DA and Derek Hamill as relatively new Board and RGP members to discuss the operating context of the college and their roles within it. DA welcomed this opportunity.

**Date of next meeting**: the next meeting of the RGP Committee will be on **Monday 9 September 2024 at 15.00 at Coatbridge Campus and via Zoom.**