**Minute Chairs Committee Meeting**

**Via Zoom 5.30 pm 24th March 2025**

**Present: Ronnie Smith, Keith Fulton, Yvonne Finlayson and Dave Winning.**

**In attendance: Christopher Moore, Ann Baxter, Ronnie Gilmour, Elaine Turkington, Penny Neish and Diane McGill.**

**1.** **Chair’s welcome**: Ronnie Smith welcomed the Chairs to the meeting and thanked them for attending

**2.** **Apologies for Absence**: There were apologies from Paula Blackadder.

**3. Declarations of Interest:** There were no declarations of interest.

**4. Minutes of the Chairs’ Committee 4th September 2024:** The minutes were approved.

**5. Cost Recovery Employment Tribunal**

**Redacted - confidential**

**6. Review Committee Terms of Reference**

**6.1** Keith Fulton had raised the issue of the competencies of the RGP and the Finance Committee in accordance with the Terms of Reference for Committees.He noted that the Finance Committee had made a recommendation to the Board in March on the sale of land at the Coatbridge Nursery and on discussions with East Dumbartonshire Council re the Kirkintilloch Campus.Estates are actually in the Terms of Reference for the RGP committee. This had happened on another occasion with regard to the High Priority Maintenance Fund. Keith asked if there needed to be a further review of the Terms of Reference for the committees.

**6.2** Ronnie Smith said that he had reviewed the Terms of Reference and felt that they did not need to be changed but that there should be a reflection by the EB, the Board Team and the Chairs on which Committee has primary responsibility for a “crossover” issue going to the Committees and to the Board and how best to deal with “crossover” papers. He thanked Keith for raising the issue.

**7. AOB**

**Redacted 7.1 and 7.2**

**7.3** There was some discussion about the revelation at the SG Tripartite Group that the SG and Audit Scotland were intending to use a device so that there was no need to do Consolidated Accounts this year for the RSB. There is an accounting standard which states that there is no need for consolidated accounts where a subsidiary has not been a subsidiary for a full year. Their plan is that the statutory order being laid before parliament on the 1st May 2025 will have the dissolution date as the 30th July 2025 which means that SLC will not have been a “subsidiary for a full year – it will be a day short on a year.

***Action: The Chairs’ Committee wanted this in a formal letter from SG/SFC/Audit Scotland. Currently there is only a brief email from the SFC. RS will raise this at the next Tripartite Group meeting.***

**7.3** Ronnie Smith raised the issue of Committee Membership. Eileen Imlah had joined the Board and the TU representative and Derek Hamill had resigned from the Board and this left the RGP Committee tight for a quorum.

***Action: The Chairs’ Committee agreed to invite Eileen Imlah to join the CSAO Committee and Cath Pollock or Alastair Rennie to join the RGP Committee.***

**7.4** Ronnie Smith could not make the next meeting of Colleges’ Scotland which is also their AGM. Dave Winning would attend via Zoom.

**8. Date of Next Meeting: The meetings of this Committee are ad hoc.**