Glasgow Kelvin College

Board of Management

Agenda

Agenda for the meeting scheduled to be held at 5pm on Monday 7 June 2021 via Microsoft Teams

1. Sederunt

2. Apologies

3. Declarations of Interest

4. Minute of the Previous Meeting held on 1 March 2021 *(For Approval)*
(copy attached)

5. Matters Arising from the Previous Meeting held on 1 March 2021
a) Voluntary Severance Scheme Update – NOT IN THE PUBLIC DOMAIN
Report by Vice Principal Operations
(copy attached)

6. Correspondence *(For Information)*
a) Scottish Funding Council (SFC) - Financial Statements 2019-20
b) Scottish Funding Council (SFC) - Recovery of funding under ESF Youth Employment Initiative programme 2015-16
c) MSPs – Congratulations
i) J Hepburn
ii) C McKelvie
iii) J Gilruth
(copies attached)

STANDING ITEMS

7. a) Chair's Report *(For Information)*
Report by Chair
(verbal)

b) Update Report *(For Information)*
Report by Principal
(copy attached)

c) Student Association Update *(For Approval)*
Report by Student Association Presidents
(copy attached)

8. Draft Standing Committee Minutes and Summary of Meeting *(For Information)* **- NOT IN THE PUBLIC DOMAIN**

a) Draft Learning and Teaching Committee Minute – 16 March 2021
b) Draft Audit and Risk Committee Minute– 23 March 2021

c) **Draft Nominations Committee Minute – 8 April 2021**
d) **Draft Remuneration Committee Minute – 8 May 2021**
e) **Draft Finance and Resources Committee Minute – 11 May 2021**
f) **Draft Strategy Event – 20 May 2021**
(copies attached)

g) **Summary of Learning and Teaching Committee Meeting – 1 June 2021**
(copy attached)

ITEMS FOR APPROVAL AND ENDORSEMENT

9. **Draft Three Year Budgets 2021-24 – NOT IN THE PUBLIC DOMAIN**
Report by Vice Principal Operations and Head of Finance
(copy attached)

10. **Strategic Priorities and Context Statement 2021-26**
Report by Principal and Vice Principal Operations
(copy attached)

11. **People Strategy - 2021-26**
Report by Director of Human Resources
(copy attached)

12. **Financial Strategy 2016-17 to 2021-22 6 Month Extension Requested**
Report by Vice Principal Operations
(copy attached)

13. **Annual Health and Safety Policy Review**
Report by Health & Safety Manager
(copy attached)

14. **Revised Policies and Procedures**
- Equality, Diversity and Inclusion Policy
- No Smoking (Smoke Free) Policy
- ICT Acceptable Use Policy
- Safeguarding Children, Young People and Vulnerable Adults Policy

Report by Director of Human Resources
(copy attached)

15. **Fees Policy – Session 2021-22**
Report by Vice Principal Operations and Head of Finance
(copy attached)

16. **Voluntary Severance Scheme - Reopening for Restricted Cohort - NOT IN THE PUBLIC DOMAIN**
Report by Vice Principal Operations and Director of Human Resources
(copy attached)

17. **Risk Appetite and Risk Register Review – reformatting to August meeting**
Report by Vice Principal Operations and Director of Corporate Services
(copy attached)

18. **Board and Committee Membership and Calendar of Meetings 2021-22**
Report by Clerk to the Board
(copy attached)

ITEMS FOR NOTING

19. **Quarter 3 Forecast and Management Accounts at 30 April 2021**
NOT IN THE PUBLIC DOMAIN
Report by Vice Principal Operation and Head of Finance
(copy attached)

20. **College Funding Allocations 2021-22 - NOT IN THE PUBLIC DOMAIN**
Report by Vice Principal Operations and Head of Finance
(copy attached)

21. **Community Delivery Update**
Report by Vice Principal Curriculum & Quality Enhancement and Director of Community Engagement & Curriculum
(copy attached)

22. **Governance Action Plan - Update**
Report by Clerk to the Board and the Director of Corporate Services
(copy attached)

ITEMS FOR INFORMATION

23. **Capital Plan Update**
Report by Director of Corporate Services
(copy attached)

24. **Community Empowerment Act 2015 - Annual Report for Year Ended 31 March 2021**
Report by Director of Corporate Services
(copy attached)

25. **OSCR - Charity Annual Return**
Report by Director of Corporate Services
(copy attached)

26. **Financial Memorandum – Compliance**
Report by Vice Principal Operations
(copy attached)

27. **Alternative Sources of Information for Members** *(For Reference Purposes)*
Report by Principal
(copy attached)

RISK, EQUALITY AND DATA PROTECTION

28. Risk Management – Risk Issues to be considered as a consequence of the consideration of the above agenda
(discussion)

29. Equality Management – Equality Issues to be considered as a consequence of the consideration of the above agenda
(discussion)

30. Data Protection – Data Protection Issues to be considered as a consequence of the consideration of the above agenda
(discussion)

31. Board of Management - Long Term Agenda – June 2021
(copy attached)

33. Closing Remarks
(Chair)

33. Date of Next Meeting
To be confirmed as per item 18 on the agenda.

34. Dates for the Diary

- **Online Summer Awards – 24 June 2021 at 2pm**
- **Board Self Evaluation Event – 28 June 2021 at 5pm via MS Teams**

All Press Releases relating to the College are available to view on the Board Portal via the following link:
https://intranet.glasgowkelvin.ac.uk/sites/board/Pages/press.aspx