PAPER BoM1-A

Board of Management

Meeting of the Board of Management

MINUTE OF 4th MEETING (BoM4) HELD ON WEDNESDAY 18 JUNE 2025 AT 1600 HRS ON CITY CAMPUS, ROOM C.04.044

Present	
Dave Anderson (Chair)	Don MacKeen
Manira Ahmad	Ciara McCarthy
Nicola Cameron	Megan McClellan
Roddy Gillespie	Stuart Mcdowall
David Green	Amy Paterson
Laura Heggie	Ronnie Quinn
Paul Hillard	Charandeep Singh
Ewart Keep	Polly Vaker
Paul Little	
In attendance	
Andrew Dickson	Drew McGowan
Roy Gardner	
John Gribben	Ann Butcher (Minute)
Interpreters	
Nathan Imeson	Abbie Todd
Apologies	
Douglas Baillie	May Miller
Shelley Breckenridge	Audrey Sullivan
Jack Green	

D Anderson noted that several Board members were stepping down or moving on from the Board and mentioned that this would be addressed at the end of the meeting. He thanked all members for their support and hard work, particularly during his first year as Chair, which he greatly appreciated.

Item BoM4-1.1	Apologies for Absence	
Paper No: Verbal	Lead: Chair	Action Requested: Note
Decision	The Board noted apologies from D Baillie, S Breckenridge, J Green, M Miller and A Sullivan.	

Item BoM4-1.2	Declarations of Interest	
Paper No: Verbal	Lead: Chair	Action Requested: Note
Decision	D Anderson reminded members of the importance of declaring connections and interests at the start and during meetings and highlighted that this was a personal responsibility under the Code of Conduct.	

	D Anderson and R Gillespie declared an interest under item 2.7, City of Glasgow International (CGI) Ltd Director Nominations and agreed to leave the meeting during this discussion. As staff members, D MacKeen and D Green declared a connection to all items on the agenda, and M McClellan declared an interest to items 3.1, Students' Association Update Report and 4.1.1, CitySA Impact Report 2024-25 in her role as Student Association Co-ordinator. As Head of Innovation and STEM, S Mcdowall declared an interest under Item 2.3, Amendments to Committee Terms of Reference, referring to the updated remit of the Development Committee in particular the proposed amendment made to 'Provide strategic oversight of College innovation, intellectual property and research-related matters'.

Item BoM4-2.1	Minute of the previous meeting held on 26 March 2025
Paper No: BoM4-A	Lead: Chair Action Requested: Decision
Decision	D MacKeen suggested that the sentence regarding a potential referral to the Ethical Standards Commissioner be amended as he had accepted the advice given in the meeting; however, as D McGowan's recollection differed, and in light of the differing perspectives, it was as agreed that the sentence would be removed. Subject to two amendments, the minute was approved. There were no matters arising.

Item BoM4-2.2	Draft College Budget 2025-26
Paper No: BoM4-B	Lead: A Dickson Action Requested: Decision
Discussion	A Dickson highlighted that the draft budget indicates a deficit of £172,000. Against the backdrop of reduced core funding, which also includes amounts for lecturer pay and pension increases and inflation pressures, he noted that savings in staff costs and in goods and services would be necessary. The key assumptions and specific areas being reviewed to achieve these savings were outlined in the paper. The Board also noted that the funding allocation indicated the College would receive reimbursement for employers National Insurance Contributions (NIC) of only 47% despite the Scottish Government announcing 60% of costs would be funded. R Quinn informed that the Finance Committee had benefited from the provision of three separate papers: an updated Q3 2024-25 financial position showing significant improvement to the projected year end deficit position; a 5-year financial projection outlining a clear and sustainable route to achieving a break-even position and a prudent budget for 2025-26 indicating a deficit of £172,000 which had been carefully considered. He informed that the Committee took reassurance from the reduced deficit for 2024-25, the positive 5-year projection and the credibility of the proposed budget for 2025-26. On this basis, he commended the budget for Board approval. P Little reminded that the College had turned a corner, and the difficult decisions made were now showing results. While the financial situation remains difficult, the College is now stable. However, nothing is being taken

for granted especially given the College sector had received a 17% real-terms reduction in core funding since 2021-22and the ongoing cost pressures, including inflation, which are likely to continue. He expressed concern that the structural funding for tertiary education was inaccurate, with the sector projecting College deficit positions over the next 3 years and the majority running out of cash. He gave reassurance that the College can manage the next few years through prudent financial management. He said the draft budget and 5-year assessment gave an honest view of what would be required to stay on track. Noting this will depend on funding, pay settlements and service costs, etc, he was confident a balanced budget could be achieved in the years ahead.

E Keep agreed this was an accurate picture and noted that the level of spending is based on the UK Government spending plans with little extra funding for the Further Education sector over the next 5 years. He did inform that there would be some additional funding opportunities for construction training. However, he also highlighted that the College sector is facing a crisis, with a backlog of estates issues and the significant investment required to reach net zero.

L Heggie confirmed that the Finance Committee was impressed by the diligence and prudence shown and considered the scenario planning required to reach the deficit position was manageable. They recognised the practical reality of the situation and took comfort in the tools and savings options needed to manage it and drive efficiencies if required. She added there is strong entrepreneurial and innovation spirit within the College which provided confidence to move forward. She considered the budget was practical, realistic and honest.

D Green referred to advice received at the recent Lecturer Negotiating Committee (LNC) meeting, suggesting that A Dickson had presented a more positive position than what was shown in the current paper. He considered there had been evasiveness and asked what had changed. A Dickson confirmed that he had updated the LNC on the budget for 2024-25, which is the current academic year, and the projected deficit. He added that projections for future years remains uncertain and difficult to predict.

D Green also raised the Voluntary Severance (VS) scheme savings option mentioned in the paper and asked why trade unions had not been informed about this. R Gardner explained that there are currently no plans to reopen the VS scheme. However, a proposal to extend the scheme was being brought forward today to avoid delays as the process which could be lengthy if initiated later. J Gribben added that having the scheme in place was sensible but confirmed that any decision to activate it would involve consultation with relevant trade unions at the appropriate time. D Green considered that information was being withheld from trade unions for as long as possible.

D Anderson highlighted the deficit budget and stated that a combination of measures would be required to address it using different tools, some of which will be subject to consultation. He clarified that notification of funding is issued by the Scottish Funding Council (SFC) and that the Finance Committee is the appropriate forum to review the draft budget in detail and make recommendations for Board approval. He further noted that the required savings are a direct result of this situation. R Quinn added that while the Finance Committee considered the draft budget to be prudent, practicable and deliverable, no decisions had been made regarding the specific options or tools that would be implemented.

	S Mcdowall acknowledged that staff costs are the largest overhead and suggested that the original mitigations made during the recent organisational change be further reviewed with further consideration given to income generating initiatives. M Ahmad agreed that innovative approaches would be required and encouraged consideration of collaboration with other public sector organisations to achieve increased efficiencies and improved outcomes. Recognising the financial position, D Anderson acknowledged the budget was prudent and evidence based. He noted that implementation of required savings would be led by the Senior Management Team (SMT) with active discussion and consultation with trade unions as necessary.
Decision	The draft budget was approved with two members opposing.

Item BoM4-2.3	**Amendments to Committee Terms of Reference**	
Paper No: BoM4-C	Lead: D McGowan	Action Requested: Decision
Discussion	D McGowan presented the outcome of the recent annual reviews of Terms of Reference undertaken the Committees. The report outlined the various changes, and the Board noted that any further changes to memberships would be agreed through correspondence prior to the next meeting in October. P Hillard advised that the Audit and Assurance Committee received a presentation from Henderson Loggie on the new global Internal Audit standards. It was agreed that the implications of these standards and the role of the Committee would be reviewed. It was noted that some standards had already been implemented and any proposed changes would be submitted to the Board for approval in due course.	
Decision	The amendments to the Terms of Reference of the Board's Committees, effective from 1 August 2025 were approved. It was agreed that Board will consider additional amendments to membership of Committees by correspondence before the next Board meeting.	

Item BoM4-2.4	**Draft Board of Management Schedule 2025-26**	
Paper No: BoM4-D	Lead: D McGowan	Action Requested: Decision
Discussion	D McGowan confirmed that the proposed schedule 2025-26 follows standard practice and business as usual. D Anderson suggested forming a small working group of around 3 Board members, to work with the Executive Leadership Team (ELT) in planning the upcoming strategic and development days to identify matters for discussion. He noted that this would not affect the current meeting schedule. P Little noted that most meetings are currently held on City Campus and encouraged Committees to consider holding their meetings on Riverside Campus.	
Decision	To approve the Board of Management Schedule for 2025-26.	

	To consider a working group for planning upcoming strategic and development days.

Item BoM4-2.5	**Vice Chair Appointment**
Paper No: Verbal	Lead: D McGowan Action Requested: Decision
Discussion	D Anderson confirmed that D Baillie had stooddown as Vice Chair and a replacement would be sought. D McGowan referred members to the Standing Orders, Section 8.1, and asked the Board to consider the appointment the new Vice Chair from its non-executive members. Two nominations were received and following a private ballot, C Singh was appointed.
Decision	That C Singh be appointed Vice Chair.

Item BoM4-2.6	**Senior Independent Member Appointment**
Paper No: Verbal	Lead: D McGowan Action Requested: Decision
Discussion	D Anderson noted that as P Hillard was stepping down from the Board, the appointment of Senior Independent Member (SIM) would also now be required. He thanked him for his support particularly in his first year as Chair. D McGowan again referred members to the Standing Orders, Section 9.1, and asked the Board to consider the appointment of the new SIM from its non-executive members. One nomination was received. L Heggie was appointed SIM.
Decision	That L Heggie be appointed Senior Independent Member.

D Anderson and R Gillespie left the meeting at this time.

Item BoM4-2.7	**City of Glasgow International Ltd Director Nominations**
Paper No: BoM4-E	Lead: R Gardner Action Requested: Decision
Discussion	R Gardner advised that in line with the Memorandum of Understanding (MoU) in place to define the relationship between the College and the City of Glasgow International (CGI) Ltd, CGI Board of Directors must include a minimum of two non-executive directors and that Board members make up no less than 50% at any time. The Board agreed to extend the previous appointments for D Anderson, D Baillie, D Rae and S Breckenridge to serve on the CGI Board of Directors up to 31 July 2026. The Board were also advised that R Gillespie had expressed an interest in joining. The proposal to appoint R Gillespie to the CGI Board of Directors was also approved. D Green requested clarification regarding the oversight of CGI Ltd, specifically whether appropriate governance structures were in place and if the business plan had been approved by the Board. P Little explained that CGI Ltd was established to support diversity of income and had been developed in consultation with staff and Board members. A

	Business Manager is being appointed to run the company and will be fully accountable to the Board. Additionally, the Chief Financial Officer will maintain full financial oversight. D McGowan further advised that the MoU ensures that the Development Committee exercises full oversight of CGI Ltd which is also accountable to the Board. CGI Ltd is also on the Internal Audit Plan over the coming year and will be reported to the Audit & Assurance Committee. Responsibility for Director nominations lies with the Conveners' Committee from the next academic year. S McDowall added that this should be seen as an opportunity rather than a threat. P Hillard confirmed that the establishment of the company including any associated risks was fully overseen by the Board and had received appropriate governance scrutiny.
Decision	Extension of previous appointments for D Anderson, D Baillie, D Rae and S Breckenridge were approved. The appointment of R Gillespie was also approved.

D Anderson and R Gillespie returned at this time.

Item BoM4-2.8	**Voluntary Severance Scheme Extension**	
Paper No: BoM4-F	Lead: J Gribben	Action Requested: Decision
Discussion	J Gribben took the paper as read and requested that the existing Voluntary Severance (VS) scheme be extended until 31 July 2028. He considered that failure to have a scheme in place could disadvantage the College and informed that other Glasgow colleges are also considering renewal of their VS schemes. A copy of the proposed application to the SFC was also submitted. J Gribben informed the Board that recently, local trade unions had sought to utilise the existing scheme to support the departure of a small number of employees and that approval would allow this to be utilised. He reiterated that should the scheme be deployed, all due governance arrangements would be followed which includes consultation with trade unions. D Green referred to the mention of trade unions within the paper, particularly in relation to the request to utilise the existing scheme. He provided some context and considered that this was untrue, requesting its removal from the application to the SFC. J Gribben clarified that specific trade unions were not mentioned within the application and confirmed that a request had been made this week. While the details were confidential, he was willing to share the information with the Board Chair and the SIM to demonstrate the accuracy of the statement. D Anderson acknowledged the request made and noted that a trade union had been involved in the matter. D Green confirmed that EIS-FELA had objected to the proposal to proceed but he was reminded that all efforts would be made to meet the required savings without having to implement VS. D MacKeen requested that the Board further consider the proposal before making any decision. He reminded that staff are already dealing with increased workloads and further highlighted the reduction in support services	

	for students with additional support needs. He considered that any further cuts would make it impossible to meet current demands. D Anderson reminded members that the overall College credit target had been reduced along with a reduction in teaching staff. While he acknowledged his concerns, he emphasised the financial constraints the College faces and stated that it must operate within the budget available while trying to protect the experience of staff and students. He referred to the Principal's report which showed high satisfaction levels among students and the positive destinations results, noting the excellent work being done by staff under pressure. He recognised the pressures and challenges experienced by support and lecturing staff but emphasised the need for the Board to make responsible decisions. M McClellan acknowledged D MacKeen's concerns and expressed that she would prefer not to lose any staff. However, given the funding constraints and the deficit she emphasised the need to keep the option open for staff to opt for VS should this be implemented. As mentioned earlier, she acknowledged the long-standing difficulties between the College and EIS-FELA and would welcome more dedicated time to strengthening relationships and partnership working. D Anderson added that both he and R Gillespie had recently spent time with EIS-FELA to ensure their views were respected and to better understand their concerns. He confirmed that this engagement would continue although he stressed that the choices made by the Board may differ from those preferred by trade unions. P Little expressed concern that the integrity of his staff members had been impugned during the course of this meeting, with individuals reading from pre-prepared scripts, not listening to answers or engaging constructively. He emphasised the funding pressures faced by the College sector and the need to either generate additional income or reduce costs. He stressed that the ELT genuinely cares about all staff and considers this when making decisions. However, he highlighted the ongoing financial reality stating that unless the Scottish Government provide more funding, the situation is unlikely to improve.
Decision	The request to extend the existing Voluntary Severance scheme was approved with two members opposing.

A Paterson left the meeting during the following discussion.

Item BoM4-2.9	**Recruitment of Human Resources (HR) Director**
Paper No: BoM4-G	Lead: P Little Action Requested: Decision
Discussion	P Little reminded that the Board approved the College Restructure Proposals in April 2023 which resulted in the Executive Director HR assuming responsibility for Facilities and Estates Management. This reallocation was also dependant on further changes within the Finance and HR teams which did not include the permanent removal of the HR Director role. Given current operational pressures, including grievance cases, the absence of this role is no longer sustainable, and it was recommended that the post be reinstated. D Green stated that during a meeting with EIS-FELA branch officers yesterday, he had been advised that a senior role within the HR directorate had been filled last year and he asked how it relates to this position. P Little confirmed that this referred to a different role which had not been pursued and he assured the Board that all due process for appointments had been

	followed. He emphasised that this was a confidential matter and that personally identifiable details should not be discussed. D McGowan referred members to the confidentiality provisions within the Code of Conduct. Referring to D Green's comments, C Singh requested that to avoid future misunderstandings, any concerns be submitted in writing to the Associate Director of Governance and Risk to minimise the risk of misinformation and if considered valid, would be raised by the Chair. He also asked how this perception and misinformation by EIS-FELA branch members would be resolved. D Green replied that he believed his question was reasonable and was a legitimate concern. D Anderson reminded that the request for this position was intended to provide appropriate support and would help address several outstanding issues. He suggested that it would be helpful to report this information back to those who had initially raised it with him.
Decision	The request to reintroduce the post of Human Resource Director was approved with two members opposing.

Item BoM4-2.10	**Review of the Strategic Risk Register**
Paper No: BoM4-H	Lead: D McGowan Action Requested: Decision
Discussion	D McGowan submitted the outcome of the most recent quarterly review of the Strategic Risk Register and Management Action Plans (MAPs) for the Board's approval. He advised that it was recommended that SR26, Failure to prepare and respond to emerging public health incidents and crises, be removed and that key elements will be subsumed within SR16, Business Continuity. The Risk Score for SR10, Failure to attract, engage and retain suitable staff was reviewed by the Board. Given interest received during the recent senior positions, it was suggested that the probability be reduced to 3. Noting that the labour market for less senior positions is currently tight, it was agreed that the Score remain at 16 (4 x 4) Red. The Board suggested that a deep dive into specific risks could be considered at the next strategic planning day. N Cameron noted the trend analysis and considered it would also be important to understand what has or has not changed and opportunities for improvement should be identified.
Decision	To approve that SR26 be removed. To approve the Strategic Risk Register To include a deep dive into specific risks at the next strategic planning day.

M McClellan, A Dickson and J Gribben left the meeting.

Item BoM4-3.1	**Students' Association Report**
Paper No: BoM4-I	Lead: C McCarthy/P Vaker Action Requested: Discussion
Discussion	C McCarthy provided an overview on work and activities of the Students' Association (SA) since the last Board meeting. Class reps from all four faculties attended meetings themed around progression and achievement. 5 class reps achieved their Gold Award. To ensure Class reps elected after January received recognition, a 'Special Recognition Award' was created. This was also delivered to those who had

	achieved their Gold Award and had continued to go above and beyond or had made a noticeable effort to engage. The Board noted that 10 awards were delivered. The potential for a Platinum Award will be considered next year to support this recognition. C McCarthy advised on the lack of engagement in submitting ideas for the Annual General Meeting (AGM). This was raised at the recent Student Parliament meeting and ideas for how the process could be improved will be considered for next academic year. P Vaker updated the Board on the City Works event which included recognition for supported education class volunteers for their commitment and contributions. A second recognition event for volunteers is scheduled for July. The Board were also informed of a recent themed quiz open to all students. The event was well attended and following positive feedback, future development ideas are being considered. P Vaker also advised on the SA Student Engagement survey recently undertaken. 83 students responded and feedback is currently being analysed to support development ideas for next year. C McCarthy advised that the SA worked alongside Student Support to deliver a range of activities for Deaf Awareness Week. New materials for lecturers to support deaf students were developed, including guidance on working with sign language interpreters and a Deaf Awareness Checklist. A series of short videos featuring deaf students sharing their experiences of college life were also produced. The Board also noted that following a competitive process, M McClellan was successful in the role of Student Engagement Officer. D Anderson commended the SA for outstanding work undertaken throughout the year.
Decision	To discuss the SA report.

M McClellan returned to the meeting.

Item BoM4-3.2	**Chair's Report**
Paper No: BoM4-J	Lead: Chair Action Requested: Discussion
Discussion	The Chair's report on the variety of meetings in the College and with fellow Chairs across Scotland since the last Board meeting in March was taken as read. D Anderson provided an update on activities since the report was published. He reported on the recent meeting of the College Chairs' Group held on 20 May 2025 where discussions were held on establishing long term sector coalition on several issues including support from the SFC. Minutes from the meeting are available to members on request.
Decision	To discuss the report.

Item BoM4-3.3	**Principal's Report**

Paper No: BoM4-K	Lead: Principal Action Requested: Discussion
Discussion	The Principal's quarterly report was taken as read. P Little explained that while contributions to the report came from various areas, it was submitted without being edited. He advised that in future, the report will be reviewed before submission. D Anderson suggested avoiding the use of acronyms and it should be written with a wider audience in mind. P Little was pleased to report that the College Student Satisfaction Survey had the highest ever response rate, with 93% of respondents satisfied by their experience. Also, for the second year in a row, the College surveyed the highest number of leavers and of those contacted, 97% were in positive destinations, the highest in the sector. P Little also highlighted that the Scottish Qualifications Authority (SQA) external verification visits have now commenced. Early indications are positive with visits receiving high confidence results. He also informed of the recent successful review conducted by the MSC and the potential partnership with Glasgow University to deliver a masters programme and undertake research. The Board noted that the College will help mark Glasgow's 850 anniversary and separately, will host an armed forces and merchant navy day. P Little encouraged members to attend the Summer Graduation Ceremony on 19 June. P Little informed that he was invited to a small, high-level roundtable with First Minister John Swinney to discuss the UK Government's proposed immigration white paper. Update reports will be provided in due course. P Little mentioned the upcoming interviews for the Vice Principal Corporate Development and Innovation and Vice Principal Student Experience. The promotional video has been viewed by over 7 000 people along with interest expressed from 17 different countries. Interviews are scheduled to take place next week.
Decision	To discuss the report.

Item BoM4-3.4	Board Development Plan 2024-25 Progress Report
Paper No: BoM4-L	Lead: D McGowan Action Requested: Discussion
Discussion	D McGowan presented the final out-turn progress report for the Board Development Plan for 2024-25. With exception of the Ambassador and Advocacy Role which has been partially delivered, all actions were noted as complete. He highlighted that D Anderson would raise this for discussion at a future Board meeting. D McGowan reminded members to complete the self-evaluation of the Board for the 2024-25 academic year by Wednesday 25 June. The final report will be submitted for the Board's consideration in October.
Decision	To discuss the Board Development Plan for 2024-25.

M McClellan left the meeting.

Item BoM4-4	Reports from Board Committees
Item BoM4-4.1	Committee Items for Decision
Item BoM4-4.1.1	CitySA Impact Report 2024-25
Paper No: BoM4-M	Lead: C McCarthy/P Vaker Action Requested: Decision
Discussion	The CitySA impact report, which provides an overview of the SA's work throughout academic year 2024-25 was reviewed. The Board particularly noted that the Student Parliament, with its 12 members, supported the SA in updating the Parliament branding, SA schedules and developing positional statements. At the 2023-24 AGM, nine student idea submissions were received with four progressing to the final voting stage. During the year, 3,711 students participated in SA events, helping to strengthen the student community through shared experiences. The Student Pantry expanded to new locations at City and Riverside campuses. With contributions from College partners, the pantry addressed food insecurity, recording over 1,899 student visits and distributing more than 4,458 items, including food, drinks, and hygiene products. Social channels have featured engaging and informative content throughout 2024-25. Posts have been shared and have received likes, contributing to an increase in followers. C McCarthy and P Vaker thanked the Board for their continued support during their time as members and extended their best wishes to the new SA representatives for the year ahead. D Anderson thanked them for the excellent report, highlighting the positive relationship between the SA and staff which has contributed to the improved student satisfaction rates. He noted the key issues identified including their commitment to autism friendly practices. He thanked both for their contributions over the past year. It had been a pleasure to have them on the Board and he wished them all the best for the future.
Decision	The CitySA Impact Report 2024-25 was approved.

M McClellan returned to the meeting.

Item BoM4-5.1	Quarterly Governance Report
Paper No: BoM4-N	Lead: D McGowan Action Requested: Noting
Discussion	Members noted the Governance Report for the most recent quarter.
Decision	To note the report.

Item BoM4-5.2	Board Recruitment and Appointments
Paper No: BoM4-O	Lead: D McGowan Action Requested: Noting
Discussion	The Board noted the submission to the Glasgow Colleges' Regional Board (GCRB) outlining the College's recent Board recruitment process and the

	recommendation of candidates for appointment as non-executive Board members. D McGowan thanked P Hillard for chairing the interview panel. D McGowan reported that following recent discussions between the GCRB and Scottish Government, a technical issue could significantly delay the appointments within the agreed timescales. To avoid this, D McGowan confirmed that he made a recommendation to GCRB to bring forward the appointments with terms starting one week earlier which has been agreed. The Board noted that P Hillard and R Quinn have agreed to step down one week earlier to facilitate this. Updates will be provided by correspondence to candidates and separately to the Board during the summer.
Decision	To note the report.

Item BoM4-5.3	Committee Minutes	
Item BoM4-5.3.1	Conveners' Committee – 28 April 2025	
Paper No: BoM4-P	Lead: D McGowan	Action Requested: Note
Decision	To note the draft minutes of the Conveners' Committee meeting held on 28 April 2025.	

Item BoM4-5.3.2	People & Culture Committee – 14 May 2025	
Paper No: BoM4-Q	Lead: D McGowan	Action Requested: Note
Decision	To note the draft minute of the People and Culture Committee meeting held on 14 May 2025.	

Item BoM3-5.3.3	Learning, Teaching & Student Experience Committee – 27 May 2025	
Paper No: BoM4-R	Lead: D McGowan	Action Requested: Note
Decision	To note the draft minute of the Learning, Teaching and Student Experience Committee meeting held on 27 May 2025.	

Item BoM4-5.3.4	Development Committee – 29 May 2025	
Paper No: BoM4-S	Lead: D McGowan	Action Requested: Note
Decision	To note the draft minute of the Development Committee meeting held on 29 May 2025.	

Item BoM4-5.3.5	Audit & Assurance Committee – 3 June 2025	
Paper No: BoM4-T	Lead: D McGowan	Action Requested: Note
Decision	To note the draft minute of the Audit and Assurance Committee meeting held on 3 June 2025.	

Item BoM4-5.3.6	Finance Committee – 11 June 2025

Paper No: BoM4-U	Lead: D McGowan	Action Requested: Note
Decision	To note the draft minute of the Finance Committee meeting held on 11 June 2025.	

Item BoM4-6.1	**Any Other Notified Business**	
Paper No: Verbal	Lead: D McGowan	Action Requested: Noting
Decision	None.	

Item BoM3-6.2	**Review of Meeting**	
Paper No: Verbal	Lead: Chair	Action Requested: Noting
Decision	D Anderson expressed his thanks to members for their participation and contributions. The Board agreed that the meeting effectively balanced discussion across strategic, staffing, student and operational matters. **Ciara McCarthy** D Anderson highlighted C McCarthy's valuable contributions serving as Student President over the current academic year, as well as her previously held role of Vice President for Diversity and Wellbeing. He noted that she had done a remarkable job this year serving on the Learning, Teaching and Student Experience Committee and the People and Culture Committee along with her time prior to her full Board membership as a co-opted member of the People and Culture Committee. The Board expressed their appreciation and wished her every success as she moves on to university. **Polly Vaker** D Anderson also congratulated P Vaker having served two terms as Vice President of Socials and Activities. She joined the Board this year alongside C McCarthy, serving on the Finance Committee. She had done an exemplary job during her time at the College, earning distinction for her Higher National Diploma and would now be staying on as a SA ambassador. **Megan McClellan** D Anderson reminded that M McClellan had recently re-joined the Board as the UNISON trade union nominee. She was now stepping down due to taking on the role of Student Association Coordinator and the associated time commitments. She had also served on the Board as a student member. He thanked her for the brief time she had spent on the Board this year and looked forward to welcoming the new nominee at the start of term. **Ronnie Quinn** D Anderson informed that R Quinn had joined the Board in 2019. He had served as Convener of the Finance Committee and member of the Conveners' Committee and had previously service on the Audit and Assurance Committee. From the outset, he brought a measured and highly professional approach to his role as a Board member. His contributions were always valued, and his insights consistently worth hearing. He thanked him for his stewardship of the Finance Committee, and the Board expressed their regret at his departure. D Anderson extended his warm wishes for the future, with the hope of seeing him at upcoming events, along with sincere thanks for all he had done for the College.	

	Paul Hillard D Anderson advised the P Hillard had joined the Board in 2021. He had served as Convener of the Audit and Assurance Committee and was a member of the People and Culture Committee. He also served as Senior Independent Member of the Board. He noted his return to the social housing sector, an area he is passionate about, and his new role as Chair of the Maryhill Housing Association. He wished him well as he takes this forward and expressed hope he would stay in touch. He also encouraged him to continue being an advocate for the College. P Little commented on the remarkable talent within the Board, highlighting how their abilities draw others in. He noted that the departure of such valued members represented a significant loss. As a gesture of appreciation, he presented the departing members with gifts. D Anderson noted that D McGowan would be leaving at the start of the next academic year and offered a heartfelt thanks, describing him as wise beyond his years and a great loss to the College. D McGowan will be taking up a new role with NHS Education for Scotland to further develop his career and talents. Considering the recently announced merger, he was clear that his expertise will be sought after, particularly in matters of governance and wider strategic issues. He expressed sincere gratitude for the time they had worked together, and the valuable contributions D McGowan had made to the Board and the College. P Little added that he had greatly valued and relied on D McGowan's advice in his capacity as a governance professional. In his role as Chair of the Governance Professional Steering Group, D McGowan consistently set a gold standard. He wished him every success in his new role, noting that he would be greatly missed. D Anderson extended his best wishes to members for the upcoming holidays. P Little advised that invitations to the College Anniversary Gala Dinner in September would be sent out shortly and expressed his hope that members would be able to attend.

Item BoM4-6.3	**Disclosability of Papers**	
Paper No: Verbal	Lead: D McGowan	Action Requested: Noting
Decision	The disclosablility status of all papers be retained as tabled.	

Item BoM4-6.4	**Date of Next Meeting**	
Paper No: Verbal	Lead: D McGowan	Action Requested: Noting
Decision	Wednesday 1 October 2025	

The meeting closed at 1810 hours.

ANNEX TO THE MINUTE

ACTION POINTS ARISING FROM THE MEETING

Item	Description	Owner	Target Date
BoM4-2.4 18 06 25	**BoM Committee Schedule**: Consider working group for planning upcoming strategic and development days.	ADGR/ALL	1 October 2025
BoM4-2.10 18 06 25	**Strategic Risk Register**: Remove SR26.	ADGR	20 June 2025
BoM4-2.10 18 06 25	**Strategic Risk Register**: Include a deep dive into specific risks at the next strategic planning day.	ADGR	5 November 2025

ACTION POINTS ARISING FROM PREVIOUS MEETINGS

Item	Description	Owner	Target Date
	None.		