

Strategic Development Committee

You are invited to attend a meeting of the **Strategic Development Committee** to be held in Room A202, **Alloa Campus** on **Thursday 20 November 2014** at **4.30 pm**. Refreshments will be available from 4.00 pm.

Agenda

1. Declarations of interest

FOR APPROVAL

2. Minutes of meeting held on 11 September 2014
3. Matters Arising
 - a) S/14/006 Outcome Agreement 2015/16
 - b) S/14/011 Any Other Competent Business

FOR DISCUSSION

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| 4. | Completed Projects 2013/14 - Presentation | James Aston |
| 5. | Business Development Approval Process - Presentation | Colette Filippi |
| 6. | Revised Funding Model - Presentation | David Allison |
| 7. | Draft Outcome Agreement 2015/17 | David Allison |
| 8. | Outcome Agreement Self Evaluation 2013/14 | David Allison |
| 9. | Student Association Update | Lorraine Simpson |
| 10. | Operational Plan Monitoring | David Allison |
| 11. | Student Activity and SDS Activity | David Allison/
Colette Filippi |
| 12. | Review of Risk | |
| 13. | Any Other Competent Business | |

FOR INFORMATION

Programme of Business



Strategic Development Committee

Location:	Boardroom, Falkirk Campus
Date:	11 September 2014 (commencing at 4.30 pm)

Present: Mrs Anne Mearns (Chair)
Mrs Fiona Campbell
Mr Andrew Carver
Ms Lorraine Simpson, Student Association President
Mrs Caryn Jack
Mr Robert Addie
Mr Colin Alexander

Apologies: Mr Ken Richardson

In Attendance: Mr David Allison, Executive Director of Information Services
Mr Tom Gorman, Executive Director of Estates Developments
Mr Stephen Jarvie, Corporate Governance and Planning Officer
Dr Ken Thomson, Principal

S/14/001 Declarations of Interest

None

S/14/002 Minutes of meeting held on 12 June 2014

The Minute of the meeting of 12 June 2014 was accepted as an accurate record.

S/14/003 Matters arising

a) S/13/028 Protection of Children, Young People and Adults as Risk of Harm - Annual Update

The Chair noted a report from the College regarding disclosure checks for contractors. The College reported that there is a Facilities Management provider in place and that they check staff as part of their hiring practices.

b) S/13/041 Equalities Report

The Chair noted that the College was proposing to have an equalities training session as part of the December Board meeting and that this would also form part of the ongoing induction process for new Board members.

S/14/004 Forth Valley College Foundation Annual Project Plan 2014/15

The Executive Director of Information Services presented a report which outlined the College's intent not to request funds from the foundation for 2014/15.

Members queried whether there had been proposals brought to SMT. It was confirmed that proposals were brought however these could be funded from existing budgets.

a) Members noted that there are no requests to be submitted to the Forth Valley College Foundation

S/14/005 Proposed New Falkirk Campus (Presentation)

The Executive Director of Estates Developments presented members with an overview of the proposed new campus and anticipated timescale. He outlined the options that had been considered and the initial drawings from the architects on the concept for the new build which would follow the same design cues as Alloa and Stirling.

He also updated members on discussions with the Scottish Funding Council (SFC) on the potential funding models for the new campus.

He discussed the demolition of the Middlefield campus, confirming that funding had been received from SFC and an environmental due diligence had been carried out.

Members queried where the risks lay with the demolition. The Executive Director of Estates Developments noted that the contract for demolition would be awarded to a company who would take on the associated risks and who would also be responsible for managing specialist sub-contracting activity.

Members queried the size of the new campus, asking whether the proposed build was large enough. The Executive Director of Estates Developments noted that SFC would expect any plan to show a smaller build and that the proposal would meet needs and provide expansion for the future if needed.

a) Members noted the content of the presentation

b) Members welcomed the intention to build the Falkirk campus in the same style as the other two campuses

S/14/006 Outcome Agreement 2015-16

The Executive Director of Information Services reported on the new guidance which had been received from SFC on Outcome Agreements and outlined the key changes.

Members noted the change in SFC terminology and targets from wSUMs to credits. The Executive Director of Information Services noted that a paper will be brought to the November meeting exploring this in more detail.

The Executive Director of Information Services also noted that the College would undertake self-evaluation activity in relation to outcome agreements and that this would also be brought to the November meeting.

a) Members noted the content of the report

S/14/007 Student Association Report

The Student Association President highlighted developments within the Student Association. She outlined the activities undertaken to date and touched on key upcoming events such as Class Representative training and the Fresher's Fayre.

She also reported that Fusion, the student magazine, would be moving from a print to an online version to match demand from students.

a) Members noted the content of the report

S/14/008 Operational Plan Monitoring

The Executive Director of Information Services presented a report showing operational plan monitoring activity. He noted that this was a new reporting format and that he was seeking feedback from members on the content.

Members provided feedback on the presented format and also discussed whether the committee should see all monitoring or just those objectives relating directly to the committee.

Following discussion, it was agreed that all monitoring would be brought to the Committee for information and that a cover paper would be provided to highlight key changes since the last committee meeting.

a) Members noted the content of the report

S/14/009 Student Activity

The Executive Director of Information Services provided members with an overview of student recruitment and enrolment to date. He reported that activity was overall in line with last year's performance and that there was no concern in meeting the overall College target levels.

Members noted that some courses had variances at the time and the Executive Director of Information Services confirmed that variances against target would be explored as part of the curriculum review process.

The Principal noted that this activity was used to inform the College curriculum planning activity and that this represented a snapshot into current levels.

Members also recommended, for areas where recruitment was not meeting expectations, that further work be done to examine how best to promote these, and suggested case studies relating to onward employment would be useful here.

a) Members noted the content of the report

S/14/010 Review of Risk

No new risks were identified.

S/14/011 Any Other Competent Business

The Principal highlighted that the College had been nominated for a number of the Association of College's Beacon Awards. Members welcomed this news.

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