



Zoom – 4.30pm

AGENDA

	Publish on Web?	Type	Lead
1 Welcome & Introductions	N/a		Abhi Agarwal
2 Apologies, Declaration of Interests and Changes to Members' Register of Interest	N/a		Abhi Agarwal
3 Draft Minutes and Matters Arising of meeting of 29 June 2024 (Elements of paper 3 are withheld from publication on the Forth Valley College website under Section 33 Commercial Interests and the Economy of the Freedom of Information (Scotland) Act 2002 and Section 36 Confidentiality of the Freedom of Information (Scotland) Act 2002.)	Yes	Approval	Abhi Agarwal

GOVERNANCE

4 Annual Report and Financial Statements 2022/23 (Paper 4 is withheld from publication on the Forth Valley College website under Section 27 Information Intended for Future Publication of the Freedom of Information (Scotland) Act 2002.)	No	Approval	Alison Stewart
5 External Auditor Annual Report & Letter of Representation (Paper 5 is withheld from publication on the Forth Valley College website under Section 27 Information Intended for Future Publication of the Freedom of Information (Scotland) Act 2002.)	No	Approval	Alison Stewart
6 EIS Letter	Yes	Discussion	Kenny MacInnes
7 Any Other Competent Business	N/a	Discussion	All

FOR INFORMATION

8 Board Calendar 2024/25 and 2025/26	Yes	Information	
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Steeple Suite, Falkirk Campus, 4.30pm

Present: Trudi Craggs (Chair)
Kenny MacInnes, Principal
Lorna Dougall (Chaired)
Rhona Geisler
Katherine Graham
Annemarie Harley
Philip Harris
Kirsten Kennedy, FVSAVP
Graham Leebody
Alistair McKean
Emma Meredith
Campbell Ure

Apologies: Craig Arthur
Paul Devoy
Jennifer Hogarth
Steve Kemlo
Liam McCabe

In Attendance: Alison Stewart, Vice Principal Finance & Corporate Affairs (VPFACA)
David Allison, Vice Principal, Infrastructure and Communications (VPIC)
Sarah Higgins, Vice Principal Learning and Student Experience (VPLSE)
Colin McMurray, Vice Principal Business & Innovation (VPBI)
Stephen Jarvie, Corporate Governance and Planning Officer and Deputy Board Secretary (CGPO)
Michael Speight, Mazars (MS) for item B/23/102 only

B/23/092 Apologies and Declarations of interest

Apologies are noted above.

B/23/093 Minutes & Matters Arising of Meeting of 25 April 2024

The minutes of the meeting of 25 April 2024 were approved.

Matters Arising

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



Members noted that there had been previous discussions regarding some form of action tracker and queried progress on this.

The VPFACA confirmed that this would be looked at.

[REDACTED]

[REDACTED]

B/23/094

Minutes of Committee Meetings

3.1 Audit – 16 May 2024

The Committee Chair reported on the activity of the Committee, noting that the external audit plan had been reviewed and approved, that an internal audit report on strategic planning processes had been rated as weak and that this would be discussed further as part of the agenda. She also noted the ongoing high risk in terms of cyber security.

She informed members that a new reporting format for College strategic risks had been presented at the meeting.

She noted that further work was needed on creating a link between the register and supporting information. The VPFACA confirmed that this was being looked at but no solution had been identified yet.

a) Members noted the content of the update

3.2. Learning & Student Experience 6 June 2024

The Chair noted that a demonstration of the use of the Freshdesk system to track enquiries to improve the level of service was demonstrated.

It was also reported that the College was aiming to provide timetables to students earlier than previous years and that this was welcomed by the members.

Members noted that the dashboards referred to in the minute should be included for information. The VPFACA agreed that this would happen.

a) Members noted the content of the update

3.3. Finance, Resource & Infrastructure Committee 11 June 2024

Philip Harris, Committee member, reported that the Committee had expressed their desire for the accounts to be completed and filed.



He reported that the Committee had considered and approved the Development and Fundraising Strategy, commenting that the document was well received.

He noted that there had been detailed discussions on College budgets as well as the SFC requirement for the FFR and the concerns of the Committee which recommended a cover letter outlining these concerns be prepared and approved by the Board.

a) Members noted the content of the update

B/23/095

Principal's Report

The Principal presented an update on his activities since the last meeting of the Board.

He highlighted that the Sector PI's for 2022/23 had been released and this showed the College is in the top 5, with above sector average performance.

He confirmed that recruitment for the next academic year was buoyant.

He informed members that the recent consultation process has been completed and that there had been no compulsory redundancies needed.

He discussed the FVSA Awards ceremony, noting it had been an excellent evening.

He informed members that the support staff unions had accepted the 3 year pay deal.

He outlined the handover of the Total Facilities Contract between contractors and noted that it was going well.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



a) Members noted the content of the update

B/23/096

Chair's Update

The Chair updated members on her activities since the last meeting of the Board.

She highlighted her work with the Principal, noting the level of demand on him and the rest of SMT at this time and thanked them all for their efforts.

[REDACTED]

She highlighted that this should be her last meeting as interim chair and, while noting some challenges during her time in post, informed members it had been a pleasure to serve as Interim Chair. She confirmed that she would revert to a non-executive member of the Board once the new Chair is appointed by Scottish Ministers.

The Principal offered the thanks of himself and the wider SMT for the Chair's support.

Members also expressed their thanks for the work undertaken by the Chair.

a) Members noted the content of the update

B/23/097

Student Association Annual Report 2023/24

The FVSAVP presented an update on activity since the last meeting of the Board. She highlighted the very positive student awards ceremony and discussed plans for future enhancement of the event.

She discussed ongoing work to refresh the student constitution and confirmed it would be brought to the Board for approval once the Student Council had signed off on the contents.

Members welcomed the update and congratulated FVSA on their awards ceremony.

Members queried whether there had been sponsorship secured for the student pantry. The Principal noted that the College had tried to approach local supermarkets without too much success. Members commented that FVSA might get a more positive reaction and the FVSAVP confirmed this would be discussed as a possible task for the FVSA executive officers once they are in post.

Draft Minutes of Meeting



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

B/23/099

Financial Forecast Return 2023-2027

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

B/23/100

Consultation Update

The VPFACA provided members with an overview of the outcome of the recent consultation exercise. She highlighted the involvement of both unions in the process and reported that the required savings had been achieved through voluntary severance.



Anne-Marie Harley noted that all Departments had been effected and that there were worries in relation to cover and support for staff.

a) Members noted the content of the update

B/23/101 College Purpose, Values and Strategic Aims

The Principal presented members with outputs from the recent strategy day, and thanked them all for their input into the day.

He discussed the draft proposed purpose, values and objectives and invited input from members. He also outlined the proposed next steps which would be to have further discussions with stakeholders and bring some SMART objectives to the September Board meeting.

Members commented on the value of the strategy day and the need to build on current areas of success.

Members discussed the content of the paper, with the Principal providing further clarification when asked.

Members commented that success for a learner goes beyond attainment and that this should be captured in the objectives somewhere.

Members queried the use of 'integrity' as one of the values and requested this be reviewed.

The Principal commented that he would welcome any additional thoughts that members might want to send to him in the coming weeks.

a) Members noted the content of the update

GOVERNANCE

B/23/102 Mazars Board Update June 2024

[REDACTED]

[REDACTED]



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

B/23/103 Fuel Change Update

[REDACTED]

B/23/104 Chair Recruitment (Subject to confirmation of Appointment)

The VPFACA informed members that the interim Chair's tenure ends at the end of June but that there had not been an announcement yet on the appointment of the new Chair. She noted that feedback from Scottish Government was that the recommendation for Chair was with Ministers for final approval.

Members expressed disappointment with the delays related to the Public Appointments process and the Principal confirmed a letter would be sent to them to highlight this.

a) Members noted the content of the update

B/23/105 Honorary Fellowship Nominations



The Principal presented a paper outlining three recommendations for a College fellowship. He outlined the involvement with, and contribution to, the College of each of the individuals.

- a) Members approved the awarding of College fellowships to all three individuals

OPERATIONAL OVERSIGHT

B/23/106 College Operational Dashboard

The VPIC presented members with the latest version of the College Operational Dashboard. He highlighted that this was still under development but demonstrated how the dashboard worked, how it ties into live data on the College systems and how users can interrogate the data.

Members welcomed the ongoing development of the dashboard and recognised the amount of work needed to develop this.

- a) Members noted the content of the update

B/23/107 Review of Risk

[REDACTED]

B/23/108 Any other competent Business

[REDACTED]

[REDACTED]

Letter to the Board

Anne-Marie Harley issued a letter to the Board Chair as a Board Member to make members aware of [REDACTED] concerns with 'deeming' in relation to the proposed resulting boycott by members. She acknowledged that the College can legally do so but outlined the concerns of the Union in terms of impact on staff, relationships with the Union and the reputation of the College.



She also reported that a local dispute had been raised but not accepted by the College.

The Chair welcomed the submission of the letter and made some initial comment. She noted that the letter was addressed to the Chair and she requested agreement from members to consider and submit a response on behalf of the Board.

a) Members agreed the Chair should consider and respond to the letter on behalf of the Board

The Chair noted that this would be the final meeting of the Board of Kat Graham who had reached the end of her tenure and thanked her for all her contributions to the work of the Board.



The Educational
Institute of Scotland

Ref: AB/AS/COLBOARD
2 August 2024

To the Chair of the Board of College Management
& All Board Members

By email only

Dear Sir/Madam

I write on behalf of the Educational Institute of Scotland (EIS) to express our condemnation of the threats issued towards EIS-FELA members employed by your College in respect of pay deductions for participating in lawful industrial action and call for the withdrawal of those threats and for any monies already deducted to be repaid.

The EIS urges the Board to act responsibly and with integrity towards its workers. The Scottish Government has a policy of seeking to empower workers and fought the last election with the tagline of "Standing Up for Workers". The Scottish Government's Cabinet Secretary for Education & Skills has spoken out against "deeming" by colleges.

The Scottish Government has sought to ensure that colleges carry out "Fair Work" in the way that they treat staff by making it a condition of SFC funding.

"The Scottish Government expects that all public bodies, and those in receipt of public funds, should be exemplars of Fair Work and that they should be able to demonstrate practices of Fair Work. As recipients of public funds, colleges must be committed to Fair Work practices for staff (including any agency or sub-contractor workers) engaged in the delivery of activity associated with public funds."

Colleges are public bodies, and the Scottish Government is responsible to Parliament for their governance. Therefore, the EIS believes that it is incumbent on colleges to act in a way that reflects Scottish Government policy and not seek to undermine workers' ability to take lawful industrial action.

As you will know, following two national statutory ballots this year, EIS FELA members have achieved a legitimate mandate to carry out industrial action, including working-to-rule and withholding of results, this action will continue from Monday 5th August 2024. Your workers have not received a pay rise since September 2022, despite record levels of inflation during that period.

The EIS appreciates that the reality of the UK's draconian employment laws promoted by the last UK government with an anti-trade union and anti-worker agenda to crush workers' ability to defend their interests means that deeming can be lawfully imposed. The EIS calls on you to reject the anti-worker path and act as a responsible employer that seeks to deliver fair and good outcomes for both staff and students, in this case, specifically by ruling out the aggressive anti-worker policy of deeming.

Each individual worker who is deemed has the right to legally challenge every pay deduction and there are many cases of workers successfully mounting legal challenges that result in the prosecution of their employers. For example, the governing bodies of colleges that deem need to ensure the employers have carried out an appropriate Equality Impact Assessment. The College, as a public body, is also bound to fulfil its wider Public Sector Equality Duty (Scotland).

There are numerous colleges that have not issued a single threat of deeming. One College Board has already rejected the recommendation of its management team to deem salaries. We expect that others will also reject the aggressive anti-worker, anti-trade union tactics in favour of a more enlightened, progressive approach to dispute resolution.

Again, I urge you as the College Board of Management to insist that your College's threats of deeming are withdrawn; to repay any monies already deemed; and to insist that efforts going forward, are focused productively instead, on seeking a resolution to this long-running dispute.

Yours sincerely



Andrea Bradley
General Secretary



6. Board Calendar 2024/25 and 2025/26 For Information

13 August 2024
BOARD OF MANAGEMENT

Meeting	Academic Year 2024/25				
Board of Management	Thursday/Friday 26/27 September 2024 Strategic Session Venue TBC	Thursday 5 Dec 2024 Stirling – S1.18 and S1.19 (Morning Meeting and Xmas lunch)	Thursday 20 Feb 2025 Falkirk – Steeple Suite	Thursday 24 April 2025 Falkirk – Steeple Suite	Thursday 20 June 2025 Falkirk - Steeple Suite
Remuneration					
Audit	Thursday 5 Sept 2024	Thursday 21 Nov 2024 5pm Falkirk – Falkirk Campus			Thursday 15 May 2025
FRAIC	Thursday 12 Sept 2024	Thursday 21 Nov 2024 4pm– Falkirk Campus		Thursday 27 Mar 2025 Stirling Campus	Thursday 12 June 2025
Learning & Student Experience		Now Thursday 28 Nov 24	Now Thursday 20 March 2025		Thursday 5 June 2025 No Change
Nominations	As required				
Other Key Dates		Graduation 11 October 2024			



6. Board Calendar 2024/25 and 2025/26 For Information

13 August 2024
BOARD OF MANAGEMENT

Meeting	Academic Year 2025/26 (All meetings start at 4.30pm unless stated otherwise)				
Board of Management	Thursday/Friday 25/26 September 2025 Strategic Session Venue TBC	Thursday 4 December 2025 Stirling Campus (Morning meeting and xmas lunch)	Thursday 19 February 2026 Falkirk Campus	Thursday 23 April 2026 Falkirk Campus	Thursday 19 June 2026 Falkirk Campus
Remuneration		Thursday 4 December 2025 (preceding Board meeting)			
Audit	Thursday 4 September 2025 Online	Thursday 20 November 2025 Stirling Campus 5pm start			Thursday 14 May 2026 Online
FRAIC	Thursday 18 September 2025 Stirling Campus	Thursday 20 November 2025 Stirling Campus 4pm start		Thursday 26 March 2026 Stirling Campus	Thursday 11 June 2026 Stirling Campus
Learning & Student Experience		Thursday 28 November 2025 Falkirk Campus	Thursday 20 March 2026 Online		Thursday 5 June 2026 Online
Nominations	As required				
Other Key Dates		Graduation TBC			