

**Minute of the Board of Management Meeting  
Held in Ayr Campus Room G93  
on Thursday 20 June 2019**

**Present:** Willie Mackie (Chair)  
Nicki Beveridge  
Margarette Bryan  
Christopher Hall  
Gordon James  
Jack McCrindle  
Fiona McQueen  
Juliana Pyper-McFarland  
Kevin Simpson  
Alan Walker  
Steven Wallace  
Marri Welsh

*(Paper 1)*

**In attendance:** Brendan Ferguson (Board Secretary)  
Michael Breen  
Anne Campbell  
Jane McKie  
David Davidson  
James Thomson  
Doreen Wales  
Lauren Howieson  
Charlotte Mitchell  
Steven Graham  
Mary McClung  
Alison Sutherland

**1 Welcome and Declarations of Interest**

**2 Apologies**

Apologies were received from Board Members, Carol Turnbull, Hazel Murphy and Tom Wallace.

**3 Minutes of the Previous Meeting held on 28 March 2019 *(Paper 1) (P)***

The minutes of the meeting held on 28 March 2019 were approved as a correct record.

Proposed: S Wallace; Seconded: N Beveridge.

**Board of Management Action Tracker *(Paper 1A) (P)***

The following was noted in relation to the content of the Action Tracker

- Item 10 had been completed.
- Item 4 be updated to reflect progress made.

#### 4 Matters Arising

There were no matters arising not dealt with on the Agenda or Action Tracker.

#### 5 Student Association Report (*Paper 2*) (*P*)

J McCrindle took members through the Student Association Report in detail and highlighted various aspects for the Board. In particular, the Board noted the ongoing work being undertaken in training class representatives, the involvement of the Students Association in attending the North Ayrshire Corporate Parenting Champions Board's "Who Am I?" Care Experienced Event and the launch of the "Wear it on Your Sleeve" men's mental health campaign on 1 May.

**The Committee commended the work and achievements of the Students' Association throughout 2018/19 as exemplary and wished retiring Students Association President Kevin Simpson the Board's very best wishes in his future endeavours.**

#### 6 Chair's Report

The Chair reported on the following matters that had occurred since the previous meeting of the Board:

- The 2019 Board member recruitment exercise had recently been completed. The Chair wished to thank everybody who had been involved in the organisation of the process. The Chair also thanked Fiona McQueen who had joined the Interview and Appointment Panel and Douglas Mundie the external member of the Panel. The recruitment exercise had provided an excellent response with 22 applications received, 11 of whom were interviewed.
- Professor Sir Jim McDonald, Principal of the University of Strathclyde, together with members of his Executive Team had met with the Principal and Ayrshire College Senior Management in Ayrshire. The themes discussed would be developed at a further meeting at the University of Strathclyde, with a view to the development of an enhanced relationship and increased cooperation between the two institutions.
- Barclays Bank had chosen Kilmarnock as the first Scottish town to benefit from its Thriving Local Economies pilot, part of the Bank's Community Benefit Programme. This would coincide with a 2500 workforce expansion by Barclay's Bank in Scotland. Barclay's global CEO, Jes Staley, had attended and launched the Kilmarnock initiative at an event in the town. The initiative aimed to identify ways to boost the local economy and boost business growth in the area. Barclay's intention was to work with and learn from Ayrshire College, local schools, local businesses and entrepreneurs to boost growth and help both young people and adults into employment. The Chair added that Barclay's had praised the College, and this represented a tremendous opportunity for both Ayrshire College and the local area.
- The Chair reported on two appointments as ambassadors of Ayrshire College:

Mr Kris Boyd, recently retired professional footballer with Kilmarnock FC, who is passionate in the promotion of mental and wellbeing, particularly among young people. Mr Boyd had been working with the Ayrshire College Students' Association (ACSA) to this end and had supported ACSA mental health campaigns in addition to pursuing his own work in this area. Mr Boyd would continue to work with ACSA on mental health campaigning and would also support the College Football Academy.

Ms Rose Reilly. Ms Reilly is from Stewarton and was the first Scottish female professional footballer. Although her story is not particularly well known, it was, nonetheless, a remarkable one. At the time, being a female professional footballer in Scotland was not well recognised. Ms Reilly moved to Italy, where female professional football was well established. She played with AC Milan, where she became a star player and went on to play for the Italian female international football team, a major force in the burgeoning world of female football outwith Scotland. The Chair added that Ms Reilly had welcomed the opportunity to become an ambassador for Ayrshire College.

- The Chair reported that this would be the final meeting attended by Juliana Pyper-McFarland who had been the elected Support Staff member of the Board since 2015. In addition, the resignation with immediate effect of Board Member Fiona Fawdry had very recently been received by the Chair. Fiona had resigned for personal reasons. With the Board's approval, the Chair would move immediately to Scottish Government approval to appoint Mr Michael Stewart, recently interviewed as part of the Board Recruitment process and currently held on a reserve list, to replace Fiona as a member of the Board of Management. The Chair thanked Juliana and Fiona for their contributions during their period office

**The Board conveyed thanks to Ms Juliana Pyper-McFarland and Ms Fiona Fawdry for their service as Board members and wished them success in their future endeavours.**

**The Board agreed that the Scottish Government should be approached immediately with a view to the appointment of Mr Michael Stewart as a Board Member with immediate effect.**

## **7 Organisational Review 2018-19**

J McKie provided a verbal update on the progress of the 2018-19 Organisational Review and reminded the Board that the revised structure would be operational from 1 August 2019, and that VS would remain open until 31 July 2019. The Board noted that the full Voluntary Severance Budget agreed by SFC would likely not be required in 2018-19. However, N Beveridge, as Chair of the Business, Resources and Infrastructure Committee (BRIC) stated that at the BRIC meeting held on 4 June 2019, the Committee had recommended that the College should discuss with SFC the retention of the balance of the Voluntary Severance Budget.

A final report for 2018-19 would be provided to BRIC at its meeting in September 2019.

**The Board noted the content of the above presentation and the efforts of the College management team in the implementation of the process to date.**

**It was agreed that the College should liaise with SFC on retaining the balance of the VS budget expenditure pending the completion of the Organisational Review process.**

## **8 National Bargaining Update**

J McKie provided an update on the position in relation to National Bargaining. Agreement had now been reached with EIS-FELA on pay and terms and conditions of service. The senior team would work, in partnership with local EIS-FELA representatives, to ensure that the agreements reached at national level would be applied locally in a consistent manner

D Davidson informed the Board that the Job Evaluation exercise, agreed as part of the settlement for support staff, was underway. The closing date of 28 June 2019 for submission of all the completed pro-formas was considered rather tight and an extension into August had now been agreed. In response to a question, D Davidson replied that no date had been set for when the financial impact of the job evaluation exercise would be known. Essentially, this was a sector wide issue and not a specific Ayrshire College matter.

**The above verbal reports were noted.**

## **9 2019-20 Budgets for the academic year ending 31 July 2020 (Paper 3) (R)**

N Beveridge, as Chair of BRIC, stated that the above Paper and the budget proposal therein had been discussed and well received at the recent meeting of the Committee. The conclusion was that the proposals were clear and well presented and BRIC commended the proposed 2019-20 budget to the Board for approval.

M Breen took the Committee through the Paper, answering questions as he did so. The Board noted that the budget proposals very much reflected the Financial Sustainability Plan, and the projected outturns reflected a healthier position in 2019-20 than had been the case in recent years.

The Chair added that the budget as presented reflected an outstanding achievement by the Senior Management Team of the College.

**The Board approved the 2019-20 Budget for the academic year ending 31 July 2020.**

## **10 2019-20 SFC Funded Capital and Revenue Expenditure Programme/ Funding Bid to Ayrshire College Foundation (ACF) (Paper 4) (P)**

N Beveridge introduced Paper 4 and stated that the paper had been considered at length by BRIC. Committee members had looked at the proposals in detail and considered the Paper very clear. BRIC had commended the proposals to

the Board for approval. The Board noted that it was quite possible that the very significant reduction in Capital Funding Grant received by the College for 2019-20 would be maintained for at least three years. The impact of this continued reduced level of capital funding would be to delay proposed capital projects in support of curricula development until the grant funding required to realise these projects became available. As a result, only two limited projects were being proposed for 2019-20, as set out in Paper 4. The project being prioritised was the refurbishment of the Health and Social Care room in the Kilwinning Campus, with the balance being used for small project funding.

In the second part of the paper, the Committee noted that, because of the decreased funding available, the College's match funding share of the previously approved three-year ICT investment programme would not be available in 2019-20. M Breen reported that following BRIC's support, the Ayrshire College Foundation (ACF) at its recent meeting had approved the proposal that the previously approved and ring fenced funding of £250K now be prioritised for ICT development.

**The Board expressed its serious concern at the impact any continuation of decreased capital funding would have on planned capital projects in support of curriculum development.**

**The Board approved the content and proposal contained in Paper 4**

## **11 Board Committee Structure: Review of Revised Operation 2017-19** *(Paper 6) (P)*

B Ferguson as Board Secretary introduced Paper 6. A number of questions were asked and satisfactory responses received.

N Beveridge as Chair of Learning and Teaching Committee and VC BRIC stated that following a two-year Pilot period, the new structure had shown itself to be effective and efficient. In relation to BRIC, there would be times when finance and estates would be the priority matters for the Committee, and other times when human resource issues would be the priority. The Committee had demonstrated that it was capable of handling these changing priorities and scheduling the agenda of meetings accordingly.

**The Board approved the permanent implementation of the revised committee structure with effect from the 2019/20 academic year and agreed that the Board's responsibilities and standing orders should be revised accordingly.**

## **12 Committee Chairs Reports**

The Committee Chairs provided verbal reports on the matters considered by the Committees since the last meeting of the Board and not already dealt with under the agenda for this meeting.

N Beveridge, reporting on behalf of Learning & Teaching Committee and BRIC, stated that there were no significant matters to report from these Committees that had not already been included on the agenda for this meeting.

G James, reporting on behalf of the Audit Committee, explained the workings of internal and external audit, particularly for the benefit of new members. G James added that, going forward, he would discuss with the Chairs of Board Committees the content and conclusions of internal audit reports that lay within their committee's areas of responsibility.

The confirmed minutes of these meetings would be received by the Board at its next meeting.

**The Chairs reports were noted by the Board.**

### **13 Confirmed Standing Committee Minutes.**

The following confirmed Standing Committee Minutes were received by the Board.

- **Business, Resources & Infrastructure Committee 12 March 2019** (*Paper 8*) (*P*)
- **Learning and Teaching Committee 7 March 2019** (*Paper 9*) (*P*)
- **Audit Committee 19 March 2019** (*Paper 10*) (*P*)
- **Search & Nomination Committee 20 February 2018** (*Paper 11*) (*P*)

### **14 AOB**

W Mackie, as Board Chair, reported that Nicki Beveridge would be leaving the membership of the Board with effect from 31 July 2019. As such, this was the last meeting she would attend as a member of the Board. Nicki had originally been a member of the legacy Kilmarnock College Board, having been appointed in November 2010, and had made a significant contribution as a board member to the establishment of the merged Ayrshire College Board of Management in 2013. Throughout her period as a member of a legacy board and the Ayrshire College Board, Nicki had continuously contributed to the work of the Board in an exemplary manner. Nicki had very ably chaired most of the Board's Committees at some point during her tenure and her wise words and counsel to the Chair and fellow Board members would be very much missed moving forward. The Chair thanked Nicki for her myriad contributions to work and life of the Board during her tenure and wished her the very best for the future.

**The Board endorsed all of the Chairs remarks and wished Nicki Beveridge all the best in her future endeavours.**

### **15 Date of Next Meeting: Thursday 26 September, Spirit Aerospace, Prestwick Airport.**