

## **Item: 11**

**College Management Council Sub-committee: 5 November 2018.**

### **1. Recommendations**

**It is recommended:**

#### **1.1.**

That the Committee approves the attached minute as a true record.

#### **1.2.**

That the Committee considers the recommendations at paragraphs 3.5 and 3.6.

### **2. Appendix**

Draft Minute of the Meeting of the College Management Council Sub-committee held on 5 November 2018.

# Minute

## College Management Council Sub-committee

Monday, 5 November 2018, 13:30.

Lecture Theatre, Orkney College, Kirkwall.



## Present

Councillors John A R Scott, Stephen G Clackson, Alexander G Cowie, Robin W Crichton and J Harvey Johnston.

## Community Representatives:

Beverly Clubley, Malcolm Graves and Peter Slater.

## Business Representative:

Steven Sinclair.

## Clerk

- Sandra Craigie, Committees Officer.

## In Attendance

- Wilfred Weir, Executive Director of Education, Leisure and Housing.
- Karen Greaves, Head of Executive Support.
- Peter Trodden, Solicitor.
- Craig Walker, Senior HR Adviser.

## Orkney College

- William Ross, Principal.
- Christine Scott, Business Manager (for Items 1 and 2).
- Iain Wilkie, Staff Representative.

## Apologies

- Roy Brown, Business Representative.
- Ian Carse, Community Representative.
- Mark Jones, Business Representative.
- Ellen Grieve, Student Representative.
- Hannah Thompson, Student Representative.
- Andie John Seatter, Staff Representative.

## Declarations of Interest

- No declarations of interest were intimated.

## **Chair**

- Councillor John A R Scott.

### **1. Appointment of Vice Chair**

Following the resignation of Ian Carse, the Chair called for nominations for the appointment of Vice Chair, and the Sub-committee:

Resolved that Beverly Clubley be appointed Vice Chair of the College Management Council Sub-committee.

### **2. Revenue Expenditure Monitoring**

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Business Manager, Orkney College, the Sub-committee:

Noted:

**2.1.** The revenue financial detail in respect of Orkney College for the period 1 April to 30 September 2018, attached as Annex 1 to the report by the Executive Director of Education, Leisure and Housing, indicating a net overspend of £37,600.

**2.2.** The explanations given and actions proposed in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 2 to the report by the Executive Director of Education, Leisure and Housing.

### **3. Student Representatives**

After consideration of a joint report by the Chief Executive and the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Head of Executive Support, the Sub-committee:

Noted:

**3.1.** That, at present, two student representatives were entitled to attend meetings of the College Management Sub-committee but were not members of the Sub-committee and, therefore, did not have voting rights.

**3.2.** That the Code of Good Governance for Scotland's Colleges, published by Colleges Scotland in 2016, suggested that student board members, as full board members, brought essential and unique skills, knowledge and experience to the board and that they must not be excluded from board business unless there was a clear conflict of interest, in common with all board members.

**3.3.** The expectation from the Scottish Funding Council that membership of college boards should include student representatives, with voting rights.

**3.4.** Current membership of the College Management Council Sub-committee as follows:

- Five Elected Members (1 vote each).
- Four Business Community representatives (1 vote each).
- Four Community representatives/Third Sector representatives (1 vote each).

On the motion of Councillor Stephen G Clackson, seconded by Councillor John A R Scott, the Sub-committee resolved to **recommend to the Council**:

**3.5.** That, in principle, membership of the College Management Council Sub-committee be increased to include student representatives, with voting rights.

**3.6.** That, should the principle of students becoming members of the Sub-committee, with voting rights, be accepted, the Chief Executive and the Executive Director of Education, Leisure and Housing should submit a joint report, to the Meeting of the Policy and Resources Committee to be held on 19 February 2019, setting out detailed arrangements, including the following:

- The number of student representatives elected to sit on the College Management Sub-committee should be two, both of whom should have voting rights.
- One of the student representatives should be the Highlands and Islands Student Association representative.
- Should the Highlands and Islands Student Association representative be a Further Education student, the other representative should, where possible, be a Higher Education student or vice versa if the Highlands and Islands Student Association representative was a Higher Education student.
- The duration for the term of office for the student representatives should be for one year.
- The minimum age of a student representative should be 16 years old.

#### **4. Highlands and Islands Students Association – Update**

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Principal, Orkney College, the Sub-committee:

Noted the paper prepared by the Orkney Depute President of the Highlands and Islands Students' Association, attached as Appendix 1 to the report by the Executive Director of Education, Leisure and Housing, outlining:

- Class representative training.
- Highlands and Islands Students' Association Halloween Event.
- The Peoples Vote March.
- NetworQ Orkney.

## **5. Conclusion of Meeting**

At 14:15 the Chair declared the meeting concluded.

Signed: John A R Scott.