

Board Minutes 20 June 2017



SCOTTISH COLLEGE FOR EDUCATIONAL LEADERSHIP (SC474892)

Minutes of a meeting of the Board of Directors of the Company

Held at SCEL Offices, Centrum Building,

Glasgow, G1 3DX

On Thursday 20 June 2017 at 10.00am

Present:

Tony Finn (Chair) (TF)

Clare Harker

Frances Ross

Pamela Nesbitt

Ken Muir

Rodger Hill

Neil McLennan

Mark Wilson

In attendance:

Gillian Hamilton CEO, SCEL (GH)

Lesley Whelan, Depute CEO, SCEL (LW)

Welcome

The Chair (TF) welcomed members to SCEL's Board of Directors' meeting. TF confirmed that the agenda for the Board meeting had been revised due to the recent 'Education Governance: Next Steps' announcement from the Scottish Government. Members agreed that the agenda should now focus only on corporate governance issues requiring approval, in advance of the revised main agenda item related to the recent announcement. All asterisked items were withdrawn from the agenda to be reviewed if time permitted.

TF noted that Rodger Hill and Mark Wilson would need to leave the meeting by 11.30am.

TF indicated that there may be elements of the discussion related to the Government's announcement which would need to be taken in private, and that GH and LW may be asked to leave the meeting at these points.

Apologies for absence

Apologies were received from Aileen Ponton.

Expressions of interest

There were no expressions of interest in respect of today's agenda.

Intimations of other business

There were no intimations of any other business not already covered in today's agenda.

Section A – Items for discussion

1. Minutes of last meeting (Paper 1)

Minutes were checked for accuracy and were approved by members.

2. Matters arising from minutes of last meeting

Agenda item 2 – further to earlier discussions, Board Members were reminded to consider which aspects of Board training and development would be helpful to them and to advise TF accordingly.

GH confirmed that Rowena Arshad, University of Edinburgh had agreed to continue in the role of SCEL's independent complaints reviewer.

TF and GH confirmed that all actions from the last meeting had been completed.

Section B – For approval

3. Chief Executive Report (Paper 3)

Members agreed to review this report at the end of the meeting.

4. Minutes of Finance, Audit and Risk Sub-Committee (Paper 4)

GH provided members with a summary of the minute of Finance, Audit and Risk sub-committee, also informing members that SCEL's external auditors had recently confirmed a second unmodified audit report. Board Members congratulated GH and SA on this outcome. The audit findings will be presented to the Finance, Audit and Risk sub-committee on 22 August.

5. Budget Summary and Budget Commentary (Papers 5 and 6)

Agenda items 5 & 6 were taken together. Board members approved both papers.

6. Risk Register 2017 – 2018 (Paper 7)

Following discussion, members agreed that the Risk Register would need to be re-evaluated in light of recent Government decisions. A separate risk will be required for the Governance Review decision, but members noted that all the risks are inter-related and this will take time to review. Members approved the Risk Register as it stood prior to the announcement.

7. Update re 2017 - 2018 Budget Submission to Scottish Government

GH informed members that SCEL had received confirmation of the organisation's budget for 2017-2018 from Scottish Government. Members noted that the Scottish Government had asked for an amended budget for a total grant of 1.3million for 2017-2018, a reduction from the initial submission which had been approved by Board members.

Members noted that there had been a delay in issuing grant funding letters and grant funding payments. GH confirmed that this issue has now been resolved, with the first tranche of core funding now received.

8. Minutes of Board Organisation Development Sub-Committee Papers 9 and 10

TF provided members with a brief summary of the minutes of the meeting. He confirmed that KM had been appointed as Chair of the Sub-Committee.

All actions from the last meeting have been completed.

9. Governance Review - Next steps

This section of the meeting was held in private session.

10. Chief Executive's Report Paper 3

In addition to the information contained in the Chief Executive's Report, GH spoke briefly on the following areas:

The SCEL Framework for Educational Leadership was relaunched at the conference on 3 May with very positive feedback to date.

The joint awards day with GTCS had been a great success with the impact of programmes evident, particularly Into Headship and the Fellowship Programme.

SCEL's coherent suite of programmes is now in place - and Board Members were provided with a paper copy of the new programmes grid.

The Teacher Leadership Programme Sharing Summit had also been very successful with positive feedback from those attending and from those completing the programme.

The Regional Network Leader roles will not be in place in future. The funding for these roles was to be used to support the new Delivery Lead roles in a regional capacity. All RNLs attended a meeting recently and were thanked for their contributions.

Members approved the Chief Executive's Report.

11. Any other business

There was no other business.

12. Date of next scheduled meeting – 26 September 2017, 9.45am for 10am

Members noted that the next scheduled Board meeting is on 26 September.