

Minute

College Management Council Sub-committee

Monday, 15 March 2021, 13:30.

Microsoft Teams.



Present

Councillors Stephen G Clackson, Alexander G Cowie, J Harvey Johnston and Gwenda M Shearer.

Community Representatives:

Beverly Clubley, Malcolm Graves and Peter Slater.

Business Representative:

Rebecca May.

Student Representative:

Francesca Meneghetti, Orkney Depute President, Highlands and Islands Students' Association.

Clerk

- Sandra Craigie, Committees Officer.

In Attendance

- James Wylie, Executive Director of Education, Leisure and Housing.
- Paul Kemp, Strategic Finance Manager.
- Graham Bevan, Service Improvement Officer.
- Steven Burnett, Education Resources Manager.
- Peter Trodden, Solicitor.

Orkney College

- Claire Kemp, Assistant Principal.
- Joanne Wallace, Assistant Principal.
- Graham Little, Head of Finance.
- Andie John Seatter, Staff Representative.
- Iain Wilkie, Staff Representative.

Observing

- Rebecca McAuliffe, Press Officer.
- Donna Wishart, Principal's PA and College Management Team Secretary.

Apologies

- Councillor W Leslie Manson.
- Kaila Shepherd, Student Representative.
- Steven Sinclair, Business Representative.

Not Present

- Roy Brown, Business Representative.
- Mark Jones, Business Representative.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Beverly Clubley.

1. Form of Voting

The Sub-committee resolved that, should a vote be required in respect of the matters to be considered at this meeting, notwithstanding Standing Order 21.4, the form of voting should be by calling the roll (recorded vote).

2. Orkney College – Draft Revenue Budget

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

Resolved to **recommend to the Council** that the draft revenue budget for Orkney College for financial year 2021/22, attached as Annex 1 to the joint report by the Executive Director of Education, Leisure and Housing and the Head of Finance, be submitted to the Policy and Resources Committee for consideration through the budget setting process.

3. Progress on Evaluation Report and Enhancement Plan

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 Joanne Wallace, Assistant Principal, Orkney College, the Sub-committee:

Noted:

3.1. That, on 2 November 2020, the College Management Council Sub-committee considered the findings of Education Scotland's Progress Visit inspection, carried out on 19 and 20 February 2020, and obtained assurance that progress with actions in the Enhancement Plan was satisfactory.

The Sub-committee scrutinised:

3.2. Further progress with actions in the Enhancement Plan, as detailed in section 4 of the report by the Executive Director of Education, Leisure and Housing, and obtained assurance that progress was satisfactory.

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 Orkney Depute President of the Highlands and Islands Students' Association, 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 key issues to be addressed during the academic year and key activities during January and February 2021.

5. Conclusion of Meeting

At 14:20 the Chair declared the meeting concluded.

Signed: B Clubley.