

**AYRSHIRE COLLEGE BOARD OF MANAGEMENT MEETING  
TO BE HELD ON 14 DECEMBER 2023 AT 4.00 PM**

## **AGENDA**

### **Part A – Welcome, Report and Minutes**

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|---|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| 1 | Welcome and Declarations of Interest                                                                                                 |                                             |
| 2 | Apologies                                                                                                                            |                                             |
| 3 | Minute of the meeting held on 31 October 2023 <ul style="list-style-type: none"> <li>• Board of Management Action Tracker</li> </ul> | Paper 1 (FMcQ) (C/P)<br>Paper 1A (FMcQ) (P) |
| 4 | Matters Arising                                                                                                                      |                                             |
| 5 | Student Association Report                                                                                                           | Paper 2 (LC/TC) (P)                         |
| 6 | Chair's Report                                                                                                                       | Paper 3 (FMcQ) (P)                          |
| 7 | Principal's Report                                                                                                                   | Paper 4 (AC) (P)                            |

### **Part B – For Discussion, Decision or Approval**

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|----|--------------------------------------------------------------|--------------------------------------------|
| 8  | Aerospace Transformation Project Update                      | Paper 5 (AC/AR/DD) (R)                     |
| 9  | 2022-23 Audit Committee Chair's Annual Report                | Paper 6 (SW) (R)                           |
| 10 | Annual Report to the Board of Management and Auditor General | Paper 7 (AR) (P)                           |
| 11 | Board of Management Report and Financial Statements 2022-23  | Paper 8 (AR) (P)                           |
| 12 | Letter of Representation                                     | Paper 9 (AR) (P)                           |
| 13 | 2022-23 Health, Safety and Wellbeing Annual Report           | Paper 10 (DD) (P)                          |
| 14 | 2022-23 Annual Procurement Report                            | Paper 11 (AR) (P)                          |
| 15 | Voluntary Severance Scheme Proposal                          | Paper 12 (DD) (R)                          |
| 16 | Performance Dashboard                                        | <a href="#">Link to Dashboard</a> (DD) (R) |
| 17 | Risk Management Policy and Procedure                         | Paper 13 (AR) (R)                          |
| 18 | College Strategic Risk Register (December 2023)              | Paper 14 (AR) (R)                          |
| 19 | Board Non-Executive Recruitment                              | Paper 15 (FMcQ) (R)                        |
| 20 | Responsibilities and Standing Orders V12                     | Paper 16 (FMcQ) (P)                        |

### **Part C – Standing Committee Business: For Review or Approval**

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|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| 21 | Committee Chairs Reports on 2nd Quarter Committee Meetings <ul style="list-style-type: none"> <li>• Learning &amp; Teaching Committee 16 November 2023</li> <li>• BRIC Committee 21 November 2023</li> <li>• Audit &amp; Risk Committee 30 November 2023</li> </ul> | Paper 17 (AS) (P)<br>Paper 18 (MS) (P)<br>Paper 19 (SW) (P) |
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| 22 | Confirmed Standing Committee Minutes                                                                                                                                                                   |                                              |
|    | <ul style="list-style-type: none"> <li>• Learning &amp; Teaching Committee 28 September 2023</li> <li>• BRIC Committee 3 October 2023</li> <li>• Audit &amp; Risk Committee 10 October 2023</li> </ul> | Paper 20 (P)<br>Paper 21 (P)<br>Paper 22 (P) |

**Part D – To Receive for Information**

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|----|-----------------------------------------------------|-------------------|
| 23 | 2022-23 Annual Complaints Report                    | Paper 23 (AC) (P) |
| 24 | 2022-23 Annual FOI Report                           | Paper 24 (AC) (P) |
| 25 | <b>AOCB</b>                                         |                   |
| 26 | <b>Date of Next Meeting:</b> Thursday 28 March 2024 |                   |

*(C/P) Confirmed minutes will be published on the College website; (P) Papers will be published on the College website  
 (R) Papers will not be published for reasons of commercial sensitivity or for reasons of personal data confidentiality*