

Board of Management

Meeting of the Development Committee

MINUTE OF 2nd MEETING HELD ON WEDNESDAY 22 DECEMBER 2022 AT 1700 HRS
(DC2) VIA MS TEAMS

Present	
Lorna Hamilton (LH) (Convener)	Paul Little (PL)
Douglas Baillie (DB)	Graham Mitchell (GM)
In attendance	
Roy Gardner (RG)	Drew McGowan (DM)
Carla Gethin (CG)	Ann Butcher (Minute)
Nicola Cameron (NC)	

Item DC2-1	Apologies for Absence	
Paper No:	Lead: Convener	Action requested: Note
Decision/Noted	Apologies were received from NC.	

Item DC2-2	Declarations of Interest	
Paper No:	Lead: Convener	Action requested: Note
Decision/Noted	There were no declarations of interest.	

Items 3.1 and 3.2 were taken together.

Item DC2-3.1	Qobalak – Pilot Tourism Taster Programme	
Item DC2-3.2	Cost Breakdown Summary	
Paper No: DC2-A/DC2-B	Lead: R Gardner/C Gethin	Action requested: Approval
Discussion/ Matters Arising	<p>RG provided the Committee with an overview of the pilot tourism activity and proposal for further tourism taster programmes in partnership with Qobalak. RG informed that Qobalak act as a 3rd party 'agent' liaising directly with the Ministry of Tourism (MoT), Saudi Kingdom and local partners (in this case King Abdul Aziz University – KAU) to help navigate through the bureaucracy of local and national government to procure services and funding routes.</p> <p>RG advised that whilst communications were ongoing with CoGC and Qobalak regarding the necessary approvals required for delivery of the taster programme, a breakdown in communication between Qobalak and the MoT resulted in the initial pilot phase of KAU students arriving in the UK at very short notice (only 4 days). College staff engaged quickly to enact the delivery phase and to date, six separate groups have arrived with excellent feedback received.</p>	

RG further explained that whilst final agreements were not in place, in line with financial regulations, authorisation is required from the Glasgow Colleges Regional Board (GCRB) and the Scottish Funding Council (SFC). The business case, single source justification and costing model have now been submitted to both GCRB and SFC for approval. A small number of questions were raised and answers have been provided however it is anticipated that the programme will be approved without concern. The documents were also submitted for the Committee's review.

The proposed CoGC-Qobalak payment arrangements were highlighted and members particularly reassured by the agreed terms ie that payment to any 3rd party including Qobalak, would not be made until full funds have been received by CoGC. It was also noted that logistics, security and chaperone of students within the UK would be arranged and managed by Qobalak however the CoGC duty of care standard for students would remain in place.

Members were further reassured that full due diligence was undertaken prior to bidding and that the partner (Qobalak) credit score information was also obtained. The Committee was also advised that Qobalak are currently working with the University of Strathclyde and that it was also considered that the business was low risk given that the study would be undertaken in Glasgow.

GM highlighted that the income received was reported in US dollars with no fixed exchange rate. CG advised that whilst the exchange rate was not fixed within the contract, some contingency has been included and a fixed rate will be agreed in future. It was also confirmed that income received from this commercial activity would not impact on other funding sources ie from GCRB or the SFC.

Given the assurances and detailed information provided, members were content with progress of the pilot project. It was further agreed that full roll out of the programme would be undertaken during 2023 once agreement has been received from the SFC. A full update on progress will be provided at the next meeting.

It was noted that as with all international business activity, the College will remain vigilant with all developments within the Saudi Kingdom and would take necessary actions to mitigate any potential risks.

DB suggested that similar detailed information (including potential perspectives from the Scottish Government) should be provided for this type of international project in future.

Potential presentation from Scottish Government International Development or the Department of Trade and Industry was also suggested.

Decision/Noted

- To note the update on Pilot activity to date and approve full roll out in 2023 pending receipt of approval from the SFC.
- To provide an update report at the next meeting.

Item DC2-4

Any Other Notified Business

Paper No:

Lead: Convener

Action requested: Note

Decision/Noted	Committee Meeting Start Time The next meeting will be held on City Campus at the new start time of 1500 hrs.
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Item DC2-5	Disclosability of Papers	
Paper No:	Lead: D McGowan	Action requested: Note
Decision/Noted	The disclosability status of papers as described on respective cover sheets were retained.	

Item DC2-6	Date of Next Meeting	
Paper No:	Lead: Convener	Action requested: Note
Decision/Noted	Wednesday 8 February 2023	

The meeting closed at 1550 hours.

ANNEX TO THE MINUTE

ACTION POINTS ARISING FROM THE MEETING

Item	Description	Owner	Target Date
DC2-3.1 22 12 22	Qobalak – Pilot Tourism Taster Programme: To provide an update report at the next meeting.	RG/CG	08 02 23

ACTION POINTS ARISING FROM PREVIOUS MEETINGS

Item	Description	Owner	Target Date
DC1-5.1 12 10 22	CGI Activity Report: Update as agreed.	RG	08 02 22
DC1-5.2 12 10 22	Industry Academy Update: That an update paper be provided at the next meeting.	RG	08 02 22
DC1-5.5 12 10 22	Strategic Risk Review: Reduce Risk 28 Risk Score to AMBER.	RG/SL	ASAP