

**West College Scotland**  
**Corporate Development Committee**

**Minute of Meeting held on Tuesday 12 March 2024, via Teams**

<b>Present:</b> H Cameron [HC] L Connolly, Principal [LC] L Johnston [LJ] F McLaren [FM] D McMahon [DM] (Chair)	<b>In</b>	S Gunn, Vice Principal, Educational Leadership [SG]
	<b>Attendance:</b>	A McDonald, Vice Principal Operations [AM] V Mulholland, Head of Finance [VM] J Rafferty, Director of HR&OD [JR] B Stobbs, Director of IT & Digital Transformation [BS] N Taylor, Director of Communications, Engagement and Student Experience [NT] S McDonald, Governance Manager [SM] (Minutes)

**CD243 Welcome & Apologies**

The Chair welcomed everyone to the meeting and noted apologies from J Leburn (Chair) [JL], W Hatton [WH], K Perle [KP] and E Cselik [EC].

**CD244 Declaration of Interests**

The standing declarations of interests of members, as available on the [Register of Interests](#) on the College website, were noted as current.

**CD245 Minute of Meeting held on 21 November 2023 and Actions**

The Minute of the meeting held on 21 November 2023 was **approved** by the Committee. The ongoing actions were noted.

**CD246 Matters Arising**

LC updated Members on discussions at a recent meeting with Principals and SFC on the likely proposals for the budget allocations for 2024/2025.

The Committee noted that the draft budget allocation from SFC should be known by 28 March 2024. DM noted the need to receive further information regarding the allocation and use of CDEL/RDEL. LC noted the need for careful planning over the next year.

The Committee **noted** the updated provided.

**CD253 Carbon Management Annual Return**

The Committee **noted** the annual report provided on the College's carbon emissions for the last academic year. As per public body reporting requirements, this report was submitted to Scottish Government in November 2023.

**CD256 Schedule of Business**

The Committee **noted** the rolling Schedule of Business issued for information that is reviewed and submitted to each meeting.

**CD257 Any Other Business**

No other business raised.

**CD258 Date of Next Meeting**

The next meeting of the Corporate Development Committee is scheduled to take place at **4pm on Tuesday 11 June 2024, by Teams**. With no further business being raised, the Chair thanked all contributors and closed the meeting.

approved