



**Minutes of Meeting of the Board of Directors** **2.1**  
**Held at 11:00 a.m. on Tuesday 31 March 2020**  
**The Boardroom, 100 Bothwell Street, Glasgow G2 7JD or by Teleconference**

<b>Present:</b>	Andrew Wathey	Interim Chair (by phone)	AW
	Paula Sussex	Chief Executive Officer	PS
	Mary Curnock Cook	Non-Executive Director (by phone)	MCC
	Simon Devonshire	Non-Executive Director (by phone)	SD
	David Gravells	Non-Executive Director (by phone)	DG
	Charlotte Moar	Non-Executive Director (by phone)	CM
	Stephen Tetlow	Non-Executive Director (by phone)	ST
	David Wallace	Deputy Chief Executive Officer (by phone)	DW
	Jacqui Smillie	Chief Financial Officer (by phone)	JS
	Gary Womersley	Company Secretary	GW
<b>In Attendance:</b>	Paul Kett	DfE (by phone)	PK
	Dan Foster	DfE (by phone)	DF
	Gareth Allen	Scottish Government (by phone)	GA
	Chris Williams	Welsh Government (by phone)	CW
	Richard Leeman	NI Government (by phone)	RL
	Stephen Campbell	CIO (for Item 3.6 only)	SC
	Derek Ross	Executive Director of Operations (by phone)	DR
	Bernice McNaught	Executive Director of Repayments and Counter Fraud (by phone)	BMC
	Morven Spalding	Executive Director, People (by phone)	MS
	Stuart Brydson	Board Secretary (Secretariat)	SB
	Mark Cassidy	Head of Estates and Sourcing (for Items 3.1 and 3.7 only)	MC
	Peter Robinson	Corporate Planning & Performance Manager (for Items 3.2 and 3.5 only) (by phone)	PR
	Adam Treslove	Head of Corporate Affairs (for Items 3.2 only) (by phone)	AT
	Angela Donaldson	Interim Head of Finance (for Items 3.3 and 3.4 only) (by phone)	AD
	Alex Ciambrone	Head of Software Delivery and Chief Architect (for Item 3.6 only) (by phone)	AC
	Iain MacKenzie	Senior Executive Partner, Gartner U Ltd (for Item 3.6 only) (by phone)	IM

<b>Apologies:</b>	Sinead O’Sullivan	DfE	SOS
	Ben Connah	DfE	BC

## **1. CHAIRMAN’S OPENING REMARKS / DIRECTORS’ MATTERS / DECLARATIONS OF INTEREST**

AW welcomed everyone to the meeting,

Apologies had been received from Sinead O’Sullivan, Director, Career Learning, Analysis, Skills and Student Choice; and Ben Connah, Deputy Director, Student Loans Company Strategy and Sponsorship; and were noted.

\*

There were no declarations of interest.

## **2. CHAIR UPDATE**

### **2.1 Update from the Chair on relevant matters**

AW noted that his written update had been published as part of the Board papers.

AW noted that he and PS had met with Minister of State for Universities, Michelle Donelan, last week and had discussed the current COVID-19 situation. There would be a further meeting arranged to cover other topics and that this meeting would be attended by Peter Lauener in his new role of SLC Chair.

## **3. STRATEGIC ITEMS**

### **3.1 COVID-19 response**

\*

PS introduced COVID-19 response.

PS noted that SLC staff had been the primary concern since the start of the COVID-19 response. Appropriate and clear guidance and communications had been issued to reassure the workforce, and most SLC staff are now either at home or working from home.

\*

\*

\*

\*

DW noted that he and PS had taken part in a call with Stakeholder Forum Chair, Professor Geoff Layer, during which they had briefed him on SLC contingency plans.

\*

BMC introduced the Evolve headlines.

\*

\*

AW noted that SLC had successfully managed the initial phase of the COVID-19 response.

\*

\*

PS noted that there was an ELT continuity list and that she would make this available to the Chair and ARC Chair.

**ACTION: PS to share ELT continuity list with the Board.**

\*

\*

\*

Board noted and welcomed COVID-19 response.

\*

### **3.2 CEO Report**

\*

PS introduced the CEO Report, noting the areas of focus.

\*

MCC asked for an update on the Evolve business case.

\*

\*

AW noted that the Board are due to take part in an Evolve Workshop which would provide further insight and explanation.

\*

Board noted CEO Report.

\*

### **3.3 CFO Report**

\*

JS introduced CFO Report.

\*

AD spoke to the paper.

\*

\*

Board noted CFO Report.

\*

### **3.4 SLC FY2020-21 Business Planning**

JS introduced SLC FY2020-21 Business Planning.

\*

\*

Board approved SLC FY2020-21 Budget.

\*

### **3.5 Annual Business Plan FY2020-21**

JS introduced Annual Business Plan FY2020-21.

PS noted that a revised Annual Business Plan FY2020-21 would be brought back to the Board in May.

**ACTION: Revised Annual Business Plan FY2020-21 to be presented at the May Board meeting.**

\*

\*

SD noted that it was likely that all staff would be personally affected by the COVID-19 situation.

Board approved Annual Business Plan FY2020-21.

### **3.6 Technology Strategy**

\*

SC introduced Technology Strategy.

SC spoke to the paper and PowerPoint slides. SC noted that AC had been involved in the previous Strategy 2020 programme and was therefore able to provide continuity into Evolve.

\*

MCC commended the paper and noted that it would be useful to see further detail on the timeline, strategy principles, architecture decisions, and governance of the strategy.

PK thanked SC and his team for the reassurance provided by the presentation today. PK asked for further clarity on how Evolve and the Technology Strategy work together. PS noted that SC and BMC work closely on every aspect of these programmes.

PS noted that all the points raised today would be covered in an updated paper.

**ACTION: Technology Strategy to be presented to the May Board meeting in Board paper format.**

SC noted that consideration for the Technology Strategy was as a result of looking through the Evolve lens. In addition, BM noted that the Technology Strategy is an integral part of Evolve.

Board noted and welcomed Technology Strategy.

\*

### **3.7 Estates Strategy**

\*

JS introduced Estates Strategy.

\*

\*

Board noted and agreed with Estates Strategy.

\*

## **4 PAPERS FOR NOTING / REPORTS FROM COMMITTEES**

### **4.1 RPODC Chair Report**

DG introduced RPODC Chair Report.

DG noted that the RPODC meeting yesterday had a full agenda with several important matters covered and noted thanks to MS and her team for the hard work involved in preparing the papers. Due to the close proximity to the Main Board meeting, the minutes would be available to note in the April Board papers.

DG noted that he had suggested a People Deep Dive for the September Board meeting.

PS noted that the previously mentioned Evolve Workshop would provide further detail on organisational design as part of the People Strategy. The workshop would be an away day and would involve the full Board.

Board noted RPODC Chair Report.

## **5 MINUTES OF PREVIOUS MEETING AND MATTERS ARISING**

### **5.1 Minutes of the meeting held on 27 February 2020**

The minutes of the SLC Board meeting held on 27 February 2020 were approved as a true and accurate record.

## **5.2 Matters arising from previous meetings**

The matters arising document was approved as accurate and no further questions were asked.

## **6 Any Other Business**

PS noted personal thanks to AW for his work as SLC Interim Chair over the past two months. He had been a great support and it was hoped that he would continue his contribution in the governance of the student finance system.

Board noted thanks to AW.

AW noted his thanks to PS and the Board and also welcomed Peter Lauener as new permanent SLC Chair.

## **7 Date of Next Meeting**

11:30 am, Thursday 30 April 2020, The Boardroom, 100 Bothwell Street, Glasgow G2 7JD or by Teleconference.

There being no other business, the Chair thanked everyone for attending and the meeting closed at 14:38 pm.

***NB: Where asterisks appear within a numbered item, these sections have been excluded from the minutes before placing on the website as the subject under discussion falls within one or more of the exemptions contained in Part II of the Freedom of Information Act 2000 and can be reasonably withheld.***