



**Minutes of Meeting of the Board of Directors  
Held at 9.30 p.m. on Wednesday 20 March 2019  
100 Bothwell Street, Glasgow G2 7JD**

**2.1**

<b>Present:</b>	Chris Brodie	Chair	CB
	Paula Sussex	Chief Executive Officer	PS
	Mary Curnock Cook	Non-Executive Director	MCC
	Antonia Cox	Non-Executive Director	AC
	Natalie Elphicke	Non-Executive Director	NE
	David Gravells	Non-Executive Director	DG
	Andrew Wathey	Non-Executive Director (by phone)	AW
	Jacqui Smillie	Chief Financial Officer (by phone)	JS
	Gary Womersley	Company Secretary	GW
<b>In Attendance:</b>	Sinead O’Sullivan	DfE	SOS
	Ben Connah	DfE	BC
	Simone Bolshaw	DfE, Tailored Review (by phone)	SBO
	Gareth Allan	Scottish Government	GA
	Chris Williams	Welsh Government	CW
	Chris Jones	Welsh Government (by phone)	CJ
	Jonathan O’Callaghan	NI Dept for Economy	JO
	Bernice McNaught	Executive Director, Repayments & Counter-Fraud	BM
	Derek Ross	Executive Director of Operations	DR
	Adrian Tucker	Chief Information Officer (by phone)	AT
	Stuart Brydson	Board Secretary (Secretariat)	SB
	Peter Robinson	Corporate Planning and Performance Manager (for item 3.3)	PR
	Maggie Wightman	Director of Policy Design and Change (for item 3.3)	MW
	Nigel Carroll	Head of Service Software Delivery (for item 3.3)	NC
	David Woods	Pinsent Masons	DWO
David Crossan	Pinsent Masons	DC	
<b>Apologies:</b>	Simon Devonshire	Non-Executive Director	SD
	David Wallace	Deputy Chief Executive Officer	DW
	Paul Kett	DfE	BC
	Sally Winstanley	Future Board Scheme participant	SW

## **1. Chairman's Opening Remarks and Directors' Matters**

CB welcomed everyone to the meeting and noted that today would be a Planning meeting.

This being her final day with the Company CB thanked AC for her service and passed on his best wishes for her future.

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Apologies had been received from Simon Devonshire, David Wallace, Paul Kett and Sally Winstanley and were duly noted.

There were no declarations of interest.

## **2. Minutes of previous meetings and matters arising**

### **2.1**

The minutes of the SLC Board meeting held on 30 January 2019 were approved as a true and accurate record.

### **2.2**

The minutes of the SLC Board meeting held on 27 February 2019 were approved as a true and accurate record.

### **2.3**

GW advised that of the eight matters arising five were marked for closure, being complete or covered in the agenda. The other three were ongoing.

## **3. Planning**

### **3.1 Mission and Vision**

PS introduced the Mission and Vision.

CB thanked everyone for the quality of the papers and also thanked colleagues in DfE for their assistance.

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CB requested an update on the loan book total.

**ACTION: BM to provide CB with update on the loan book total value.**

PS agreed that she would incorporate the noted comments on the Mission statement and circulate a final proposal by correspondence.

**ACTION: PS to circulate the final proposed Mission statement to the Board.**

The Board then discussed the Vision document.

CB noted questions for consideration around what difference Transformation will make for key stakeholders, what Transformation will mean for the student and how the difference in investment will be judged.

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PS advised that she would now redraft the Vision statement after considering the helpful discussion at the meeting today, and then ask AW to review the new version. A final version will be distributed to the Board by correspondence.

**ACTION: PS to distribute final draft Mission statement to the Board.**

MCC asked that Geoff Layer, Chair of the Stakeholder Forum also be consulted.

Board noted the draft Mission and Vision.

### **3.2 Transformation Outline Business Case**

BM introduced the Transformation Outline Business Case.

CB asked that BM consider questions around what Transformation will mean for our customers, how their experience will change, how it will change for our stakeholders, what it will mean for the HEIs, what difference they will see, and what the overall view will be.

**ACTION: BM to provide report on the effects of Transformation for the May Board meeting.**

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PS requested that further information on spend be provided at the May Board meeting.

**ACTION: BM to provide spend map on Transformation for the May Board meeting.**

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MCC gave thanks for the quality of the Transformation Outline Business Case document and CB voiced his agreement.

### **3.3 Business Planning 2019-20**

CB welcomed PR, MW and NC who were in attendance for this item.

PS introduced Business Planning 2019-20.

PS noted that all documents are still in draft form and welcomed the Board to provide feedback. In addition, PS thanked PR and colleagues at DfE for the work carried out on the Business Plan and the Key Business Objectives (KBOs).

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JS confirmed that in addition to the papers being presented to the Board today further detail of the APRA would be presented at the May Board meeting.

**ACTION: JS to report on further APRA detail at the May Board meeting.**

CB thanked the team for their hard work on a successful APRA process.

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PS then introduced Policy and Change Portfolio and thanked the teams for their work.

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CB introduced the draft Chair's APRA letter.

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Board noted Business Planning 2019-20.

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### **3.5 Pension Scheme Transfer**

BC introduced Pension Scheme Transfer.

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Board noted Pension Scheme Transfer.

## **4. For information**

#### **4.1 Business Continuity**

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MCC suggested that a condensed business continuity protocol be produced for all staff. MCC requested that the Board contact details be added to the Appendix 6 call list.

**ACTION: JS to add Board contact details to the Business Continuity call list.**

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#### **AOB**

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#### **5. Date of Next Meeting**

The next meeting of the SLC Main Board – Deep Dive will take place on Wednesday 25 April at 9.30 a.m., at 100 Bothwell Street, Glasgow G2 7JD.

There being no other business, the Chairman thanked everyone for attending and the meeting closed at 3.30 p.m.

***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.***