



MINUTE of the meeting of the General Teaching Council for Scotland held by video conference on Wednesday 26 October 2022 at 10.00 am.

Present:

Khadija Mohammed (Convener)

Tom Britton, Stephen Day, John Devine, Lilian Field, Heather Grossart, Nazim Hamid, Anne-Marie Harley, Ben Horsburgh, Aileen Kennedy, Omar Kettlewell, Joan Lennon, Susan Leslie, Jane Malcolm, Adela Mansur Gerry McCormack, Jane McKeown, Robert Macmillan Ann Murdoch, Elizabeth Russell, Elaine Selley, Ian Sharpe, Nuzhat Uthmani, Jon Vincent, Carole Wilkinson, John Wilson, Lyn Wilson

In Attendance:

Louise Campbell (EEO), Lindsey Furness (SSMFP), Katie Doherty (LA), Jennifer Macdonald (DRLS), Victoria Smith (DERPL) (part of meeting), Pauline Stephen (CEO), Donna Stewart (EEO), Suzie Valente (ICO),

PUBLIC SESSION

1 Apologies for Absence

Apologies were received from Catherine Nicol, Laurence Findlay, Coral Bain, Lynsey Cleland, Iain Macmillan and Adam Sutcliffe.

2 Announcements

The Convener congratulated teachers who had recently been announced as the winners of the Saroj Lal Award for Equality and Diversity 2022. Two members of the public were welcomed to the public session.

3 Intimation of any Other Competent Business

There was no intimation of any other competent business.

4 Declarations of Interest

Susan Leslie declared an interest in Item 18, as an employee of a university delivering Initial Teacher Education (ITE). Jon Vincent declared an interest in Item 19 as the employer of college lecturers.

For Discussion and Approval

5 Minute of the Council Meeting on 2 March 2022 (20-22Co(22)Min9)

The Minutes were approved.

6 Matters Arising

There were no matters arising.

7 Chief Executive and Registrar's Report (22-24Co(22)1)

The CEO requested that members refer to the most recent version of the report. The CEO explained that the report gives an update on strategic performance against the current plan, which will be replaced by the 2023-2028 plan from April 2023. The report shows progress made on the four Strategic Outcomes, from March 2022 to present date. The CEO summarised the report for members, highlighting key areas of progress in each of the Strategic Outcomes.

Members commended GTC Scotland on progress made and commented that work in progress about performance monitoring and strategic planning will be welcomed.

Action:	<ul style="list-style-type: none"> - Update to be provided to members at next Council meeting in February. - Final progress report on strategic plan 20/23 to be considered at Council meeting in April 2023
By:	CEO
Date:	8 February 2023 26 April 2023

8 Draft Strategic Plan 2023-2028 (22-24Co(22)2)

The CEO summarised the Draft Strategic Plan 2023-2028 for members. The 5-year plan begins in April 2023 and focuses on GTC Scotland performing its core functions well and carrying out the right changes and improvements. The two strategic themes of the report are proposed as trust and impact. Members were asked to consider and approve the proposed circulation of the report to registrants and to approve the planned associated approach to the registration fee.

Members commented that they would be happy to share the draft plan with registrants and they would welcome the opportunity to further consider the content. Regarding budget assumptions, members felt the predicted increase in staff costs to be optimistic. Members also questioned the projected drop in income figures in year 2 of the plan and asked about contingency plans in the event of increased pensions liability. Members also commented that conversations on promoting a diverse profession that reflects communities to registrants should feature in the plan, in addition to an explicit mention of learners. Members welcomed the approach to fees, suggesting that increases, if necessary, should be modest and gradual.

The CEO acknowledged the current assumptions and risks regarding finance planning. The CEO added that work on organisational change had been underway to build a flexible organisational structure capable of adaptation.

The SSMFP explained that the income drops in year 2 of the plan as income from contracted services is assumed to finish at the end of year 1. The figure given was for total income, it was not split into fee income and other income. On pension liability, the figure reported on the balance sheet is the share of assets and liabilities of Strathclyde Pension Fund – GTC Scotland would only have to pay out the figure if leaving the scheme. Budgeting for staff costs had factored in the value of employer contributions – this figure was provided as part of the actuarial valuation each year. For the current year 2022-2023, estimated employer contributions is £613,000. This is factored into the budget and estimated depending on how the staff base changes. The SSMFP concluded that GTC Scotland have no control over the outcome of the valuation of the pension, which takes place every three years and which sets the employer contribution rates.

Members commented that maintaining the fee for the year ahead was affordable but it would be helpful to maintain active monitoring and planning in this space.

Members approved the proposed circulation of the report for registrants and the planned approach to the registration fee.

Action:	<ul style="list-style-type: none"> - Council member session on strategic plan development to be planned - Final strategic plan subject to council consideration - Ongoing finance analysis and escalation through FCS as required
By:	CEO/SSMFP
Date:	December 2022 February 2023 As required

9 Financial Position as at 31 July 2022 (22-24Co(22)3)

The SSMFP summarised the paper for members, which was presented for approval. Members approved the paper.

Action:	Update to be presented to the February Council meeting.
By:	SSMFP
Date:	8 February 2023

10 Annual Report and Financial Statements (22-24Co(22)4)

The SSMFP explained that the draft Annual Report and Financial Statements was presented to FCS Committee on 8 September and the final version was now presented to Council for approval. It was explained that auditors intend to issue a clean and unmodified opinion, meaning that the financial statements are free from material error or misstatements, giving a true and fair view of the financial position of GTC Scotland. The statements had been prepared in accordance with relevant accounting standards.

The SSMFP added that, if approved, the statements would be signed and passed to the auditors for signing, then submitted along with the annual return to OSCR, the charity regulator, and to the Scottish Government to be laid before parliament and published on the GTC Scotland website. The SSMFP explained the role of trustees prior to seeking approval. First, the closing free reserves exceeds the target range but the strategic plan contains proposals on their planned use. The second part of the policy has been met with the bank balance of £5.4 million at year end. Second, the financial statements have been prepared as an on-going concern basis – in the trustees' opinion, GTC Scotland is able to continue operating for the next 12 months. The SSMFP concluded that the Financial Position paper in the previous item should give members the information and assurance needed to form an opinion on that basis.

Members commented that in the annual report quotes from people about the work of the Council were a good addition but that one quote was from a current serving Council member, so a footnote might be required here for clarity. Members questioned whether the financial statements should have a section on related party transactions for trustees and board members. The SSMFP confirmed that this was covered in the notes section.

Members approved the paper.

Action:	<ul style="list-style-type: none">- Sign off report and statements and pass to auditors- Add footnote to report for current Council member quote
By:	SSMFP
Date:	Following the meeting

11 Audit Findings Report and Letter of Representation (22-24Co(22)5)

The SSMFP summarised the paper and confirmed that no control weaknesses were identified in the report. It was explained that, as no specific matters had been requested for representation, the Letter of Representation from Council to RSM is a standard letter confirming that GTC Scotland has made available and disclosed all information during the audit on which RSM based their opinion. The SSMFP added that the letter was considered by FCS Committee on 8 September and was recommended for approval by Council. Members approved the report and letter.

Action:	Take next actions on Audit Findings Report and LoR
By:	SSMFP
Date:	Following the meeting

12 Public Services Reform (Scotland) Act 2010 reporting (22-24Co(22)6)

The SSMFP summarised the paper and added that it had been considered by FCS Committee on 8 September and was recommended for approval by Council. Members approved.

Action: By: Date:	None
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13 Any Other Competent Business

There was no other competent business.

14 Date of Next Meeting

The next meeting was scheduled to take place at 10.00 am on Wednesday 8 February 2023.

Acronyms

- CEO – Chief Executive and Registrar – Pauline Stephen
- Convener – Convener of Council – Khadija Mohammed
- DERPL – Director of Education, Registration and Professional Learning – Victoria Smith
- DRLS – Director of Regulation and Legal Services – Jennifer Macdonald
- SSMFP – Senior Strategic Manager: Finance and Procurement – Lindsey Furness
- CM – Communications Manager – Hannah Downie
- EEO – Education Engagement Officer – Louise Campbell, Donna Stewart
- ICO – Information and Compliance Officer – Suzanne Valente
- Educ Convener – Education Committee Convener – Omar Kettlewell
- Educ Vice Convener – Education Committee Vice Convener – Jane McKeown
- FCS Convener- Finance and Corporate Services Committee Convener – John Devine
- FCS Vice Convener – Finance and Corporate Services Committee Vice Convener – Lilian Field
- PRA Convener – Professional Regulatory Assurance Committee Convener – Thomas Britton
- PRA Vice Convener – Professional Regulatory Assurance Committee Vice Convener – Adela Mansur