


AGENDA

	Polite Reminder
	Please take a 10 minute break every hour of meeting

Meeting: Board of Governors

Date: Thursday 25 September 2025 at 3.30pm

Location: Boardroom, Dunfermline Campus

Papers highlighted in purple font have not been published with the agenda as they are either due for future publication or are not in the public domain.

No	Item	Action	Lead	Pages
1	Welcome, Apologies and Declarations of Interests	Note	DCW	N/A
2	Minutes of the Previous Meeting: 19 June 2025	Approve	DCW	2-6
	2.1 Board Briefing Session: 27 August 2025	Note	DCW	7-8
3	Matters Arising / Actions Outstanding	Note	DCW	9-9
4	Strategic Focus: Campus Transformation Planning <i>A session on the curriculum-led options and plans for the College's wider estate, presenting financial challenges alongside delivery priorities and external funding/partner opportunities for new thinking on campuses.</i>	Discuss	JM/ JT/ SJL	N/A

Timing: 20-25 minutes

5	Dunfermline City Campus Update	Discuss	JT
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For Approval

6	Strategic Risk Register	Approve	JT
7	Standing Orders and Scheme of Delegation	Approve	DCW/ SB
8	External Effectiveness Review	Approve	JH/ DCW

For Noting and Questions as Appropriate

9	Strategic Dashboard	Discuss	WB	
10	CEO Update	Discuss	JM	
11	Fife College Students' Association (FCSA)	Discuss	BMcG/ ES	10-26
12	Chair's Updates	Note	DCW	27-28
13	Self-Evaluation: Feedback	Discuss	DCW/ SB	29-32
	13.1 Board Development Plans	Discuss	DCW/ SB	33-39
14	Summary of Committee Business	Note	Chairs	40-40
15	Forward Planner	Note	All	41-41
16	Review of Meeting	Discuss	All	N/A
17	Date of Next Meeting: Thursday 11 December 2025 at 3.30pm	Note	DCW	N/A

MINUTES

Meeting: Board of Governors

Date: Thursday 19 June 2025 at 3.30pm

Location: Conference Suite 6, Carnegie Conference Centre, Dunfermline

Present: David C Watt (Chair), Mike Boyle, Liam Coakley, Pamela Dobson, Brian Fisher, Kayleigh Gallacher, Naomi Graham, Brenda Heenan, Suzanne Hermiston, Jim Metcalfe, John Park, Evelyn McPhail, Phillip Thompson

Apologies: Stacey Fleming, Jacqui Hepburn, Susan Mitchell, Lorraine Wilkinson

In Attendance: Vicki Anton, Silvia Baduskova, Wendy Brymer, Sarah Jane Linton, Becka McGeevor, Elvira Surovtseva, Matt Swann, James Thomson

1 Welcome, Apologies and Declarations of Interests

The Chair welcomed those present to the meeting. Becka McGeevor and Elvira Surovtseva were introduced and welcomed to the meeting. Becka was elected as the President of Education and Representation and Elvira was elected as the President of Wellbeing and Equity for period 2025-27.

There were no declarations of interest.

2 Minutes of the Previous Meeting: 27 March 2025

2.1 Notes of Board Briefing Session: 7 May 2025

2.2 Board Strategy Day: 22 May 2025

The Board approved the minutes of the previous meeting and Board Strategy Day as an accurate record and noted the report from the Board Briefing Session.

3 Matters Arising / Actions Outstanding

Principal confirmed that the remaining action that was marked as progressing had been completed.

4 Strategic Focus: Net Zero Targets

Dennis Savage and Hayley Williamson joined the meeting for this item. The contents of the paper that had been circulated were noted.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

5 Draft Budget for 2025-26

The contents of the paper that had been circulated were noted. The presentation that was given by James Thomson is available to members on [Microsoft Teams](#). It was noted that the Finance, Commercial and Estates Committee had reviewed the draft budget in detail and recommended it for approval to the Board. Members discussed the budget in more detail. It was confirmed that the Voluntary Severance Scheme was recently reviewed and approved at Remuneration Committee. Members also raised concern in relation to curriculum changes that will be required and if there would be any reputational risk. Vice Principal confirmed that members can see the changes made to curriculum and their equality impact assessment via [this link](#). It was recommended to update the Academic Standards risks to ensure they had reputational risk included due to the curriculum changes. Due to the seriousness of the financial challenges across the sector, College had been in touch with the ministers and councilors to highlight the impact of reduced funding on students and staff. Members approved the budget.

Action:

- To update the Academic Standards risks to ensure they had reputational risk included.

Responsibility: J Thomson

Deadline: 25 September 2025

5.1 Financial Forecast Return

The contents of the paper had been circulated were noted. Members approved Financial Forecast Return.

Action:

- To correct typing error within Financial Forecast Return on page 33 of the meeting pack.

Responsibility: J Thomson

Deadline: asap

5.2 Halbeath Disposal

The confidential presentation on Halbeath Disposal was given by James Thomson. This information was only received on the day of the meeting and following the discussion with the Chair, due to its importance it was agreed to present it on the day, even though it was not noted on the agenda. Members discussed the options presented and they would have preferred to see the criteria that was used. It was confirmed that the options were reviewed by our appointed advisors Montagu Evans and Scottish Futures Trust and followed the procurement criteria. It was agreed that the options with additional information on assessment of the offers should be presented to the New Build Project Board members for decision.

Action:

- To include information on assessment and present it to New Build Project Board for decision.

Responsibility: J Thomson**Deadline:** asap**6 Strategic Focus: Learning and Teaching Improvements**

The presentation that was given by Diane Mitchell is available to members on [Microsoft Teams](#). Diane updated members on changes that were made to the School of Business, Digital and Creative over the last year, such as:

- appointment of Academic Quality Managers
- introducing course tutor role
- reviewing the size of classes
- incorporating of trauma-informed practice.

These changes had a positive impact which can be seen in the improved achievement rates (approximately 10% increase). Diane also shared a [video](#) of one of our students who shared her positive experience and how College helped her through her studies.

7 Strategic Risk Register

The contents of the paper that had been circulated were noted. James Thomson highlighted the key points for the members. One recommendation was to update the BOG2 to update the wording to focus more on quality, not only on quantity.

Members approved Strategic Risk Register.

Action:

- To update the BOG2 risk to ensure the wording focuses more on quality, not only on quantity.

Responsibility: J Thomson**Deadline:** 25 September 2025**8.1 Equalities Mainstreaming Report****8.2 Equal Pay and Gender Pay Gap Report**

It was noted that both reports had been reviewed by the People and Culture Committee and had recommended them to the Board for approval.

Pamela Dobson had feedback on the reports that would be beneficial for considering next time preparing these reports. It was agreed to share this feedback with Matt Swann. Members approved both reports.

8.3 People Strategy

The contents of the paper that had been circulated were noted. Pamela had feedback on the strategy which she will share with Matt for future consideration. Members approved the People Strategy.

Action:

- To share feedback on items Equalities Mainstreaming Report, Equal Pay and Gender Pay Gap Report and People Strategy with M Swann.

Responsibility: P Dobson**Deadline:** 25 September 2025

9 Annual Health and Safety Update

The contents of the paper that had been circulated were noted. Members discussed RIDDOR incidents in more details and queried increase in incidents in comparison to the previous year. It was confirmed that all incidents were fully investigated and while there was an increase, this was due to increased awareness on how to report an incident.

10 National Recognition and Procedures Agreement (NRPA)

The contents of the paper that had been circulated were outlined and noted. Members approved the recommendation, which was for the College to agree to a revised NRPA with support staff Unions and separate agreement with Teaching Unions should they be agreed.

11 Strategic Dashboard

The contents of the paper that had been circulated were noted. Dashboard had been streamlined and it was agreed that the Board should only receive high level overview while individual committees will receive more detail. Members were content with the format of the report and noted the update.

12 CEO Update

The contents of the paper that had been circulated were noted.

13 Fife College Students' Association (FCSA) Update

The contents of the paper that had been circulated were noted. Kayleigh outlined the progress made against FCSA aims and commitments. Members thanked Kayleigh for all she had contributed over her two years in office and wished her well for the future.

14 Chair's Update

The contents of the paper that had been circulated were noted. Chair highlighted key points of the report.

15 Self-Evaluation

The contents of the paper that had been circulated were noted. It was confirmed that self-evaluation form will be emailed to the members, and they will have option to complete it as an online form on Microsoft Forms or to complete as a Word version. Members were encouraged to provide any feedback or comments to Governance and Compliance Co-ordinator.

Action:

- To issue the self-evaluation form by email to members and attendees.

Responsibility: S Baduskova

Deadline: asap

- To complete and return the self-evaluation form.

Responsibility: Board Members

Deadline: 4 July 2025

16 Summary of Committee Business

The contents of the paper that had been circulated were noted.

17 Review of Meeting

The Chair thanked members for their input into discussions. Pamela Dobson, who attended Ian Rankin event, thanked Lyn Gold and her team for organizing a fantastic event and enjoyed Ian Rankin Creative Writing Scholarship book, [Winning Voices](#).

18 Date of Next Meeting

Thursday 25 September 2025 at 3.30pm

NOTES

Meeting: Board of Governors Update Briefing

Date: Wednesday 27 August 2025 at 4.30pm

Location: Microsoft Teams

Present: David C Watt (Chair), Mike Boyle, Liam Coakley, Brenda Heenan, Jacqui Hepburn, Suzanne Hermiston, Becka McGeevor, Jim Metcalfe, Susan Mitchell, Elvira Surovtseva, Phillip Thompson, Lorraine Wilkinson

Apologies: Stacey Fleming, Evelyn McPhail, Pamela Dobson, Brian Fisher, Naomi Graham, John Park

In Attendance: Silvia Baduskova, Sarah Jane Linton, James Thomson

The following updates were provided to Board members:

Dunfermline City Campus (DCC)

The progress is going well and we are on track to receive the keys on 30 September 2025. We have a Migration Team in place who are helping us to ensure a smooth move to the new campus. There will be various visits organised for staff and teams to familiarise themselves with the new campus and the first working day on campus for staff is 27 October 2025. Board members had been invited to attend the tour on 2 September 2025, but other tours will be available including events open to community.

Glenrothes Campus and Rosyth Campus

As previously reported to the Board, there had been the damage to the Tower building at Glenrothes campus due to the storm in January 2025. Since then, the team worked hard with the insurers to repair the damages and now the spaces have been significantly improved. In addition to these improvements, a new facility was opened at Glenrothes, which is the Gas Training Academy. This used to be at Rosyth campus, but it was moved to Glenrothes over the summer. In relation to Rosyth, there are ongoing discussions with Babcock and at the moment, Sarah Jane Linton confirmed that we are remaining at Rosyth, but with reduced curriculum.

Learning and Teaching Update

Sarah Jane Linton provided a presentation on positive impact of changes made to the curriculum during 2024-25. Some of the indicators showing the improvement were:




- Early withdrawals of students have halved to 3.2%
- 10% increase of students successfully completing their courses
- Applications to study at Fife College increased by 5%

The presentation is available on [Microsoft Teams](#). Members thanked the team for fantastic achievements.

In relation to College Transformation Framework, the college submitted the proposal in June 2025 and we are currently waiting to hear back from Scottish Funding Council (SFC), but expecting approval. We have been engaging regularly with SFC to ensure they had all details and timings available. Part of the proposal is to consider creating a 4 day week for the future, but it is a complex matter that will need to be considered further. Members discussed various options how 4 days a week could look like.

Members also discussed in more detail the letter that Jim Metcalfe and David C Watt sent to the Minister and CEO of SFC on 25 August 2025. In the letter, the focus was on highlighting the positive change that DCC represents as well as pointing out the financial challenges that the college sector is experiencing.

Board of Governors
Actions Outstanding / Progress Made

Key:	
	Outstanding and deadline passed
	Progressing and on target
	Complete

No	Date of Meeting	Action	Responsible	Deadline	Comment
1	27.03.25	The Leadership Team should explore how other colleges and universities have assessed how well new campuses/buildings are working in terms of the student experience, and report back to Board on a proposed approach.	J Metcalfe	19.06.25	Complete
2	19.06.25	To make it clearer that the Net Zero targets will be reassessed if significant capital funding is not available or other significant external activities hinder progress.	H Williamson	asap	Complete.
3	19.06.25	To complete Carbon Literacy Training.	Board Members	December 2025	
4	19.06.25	To update the Academic Standards risks to ensure they had reputational risk included.	J Thomson SJ Linton	25.09.25	Complete.
5	19.06.25	To correct typing error within Financial Forecast Return on page 33 of the meeting pack.	J Thomson	asap	Complete.
6	19.06.25	To include information on assessment and present it to New Build Project Board for decision.	J Thomson	asap	Complete.
7	19.06.25	To update the BOG2 risk to ensure the wording focuses more on quality, not only on quantity.	J Thomson	25.09.25	Risk BOG2 is now recommended for removal.
8	19.06.25	To share feedback on items Equalities Mainstreaming Report, Equal Pay and Gender Pay Gap Report and People Strategy with M Swann.	P Dobson	25.09.25	Complete.
9	19.06.25	To issue the self-evaluation form by email to members and attendees.	S Baduskova	asap	Complete.
10	19.06.25	To complete and return the self-evaluation form.	Board Members	04.07.25	Complete.

Fife College Students' Association (FCSA) Update	
Date of Meeting:	25 September 2025
Purpose:	To update members of the Board of Governors on the progress made by the FCSA since the last meeting
Intended Outcome:	To note the position
Paper Submitted by:	Becka McGeevor Elvira Surovtseva
Prior Committee Approvals:	N/A
Board Impact from Decision:	To ensure that the FCSA has appropriate resourcing and support from the College to undertake its duties effectively; and that the FCSA is operating effectively in order to meet the needs of our learners
Financial Health Implications:	N/A
Learner Implications:	To ensure learners have relevant opportunities and support in place offered by FCSA and that the learner voice is heard and acted upon and taken into account in Board level decisions
Equality and Diversity Implications:	N/A
Strategic Risk(s):	<p>AQC1 - There is a risk that we fail to put our students first in delivering a high-quality learning experience because we have not considered the diverse range of needs resulting in a poor student experience, retention and attainment.</p> <p>AQC2 - There is a risk of lack of achievement and progression for students because of poor quality of learning and teaching and resources within an engaging environment resulting in low attainment, inconsistent student experiences and inability to meet our targets.</p> <p>AQC3 - There is a risk that our students are not competent within their area of study because of the increased usage of artificial intelligence in submission of assessments resulting in low attainment and progression, and impacting our reputation.</p>
Publicly Available:	Yes
Author Contact Details:	Craig Walker craigwalker@fife.ac.uk
Date of Production:	17 September 2025

FIFE COLLEGE BOARD OF GOVERNORS
FCSA Update

1 Introduction

This paper reports the work of the FCSA against our aims and commitments within the FCSA 25-30 Strategic Plan and the work of the Student Presidents against their elected aims.

This work will be summarised into key messages and fuller detail of all work will be available for further information (deep dives) later in the document. Work which relates specifically to course activities and the Class Representative Model is reported to the college's Academic Standards Committee and that paper is in your pack.

2 Local and National Issues of Relevance to Students

Where an issue is raised to the FCSA, we strive to resolve this with the relevant parties to the best benefit and support of our members.

Current local issues:

Social Anxiety

As seen in previous years, there has been an increase in the reports of students feeling very anxious about starting College. Despite academic's best attempts there are still students who report feeling uncomfortable and unable to create positive connections. To help overcome this the FCSA are offering a variety of social events and mixers and have launched our 'Give it a Go' guidance sessions which allow staff to book the FCSA to host a fun guidance hour aimed at reducing barriers and building group cohesion.

Timetable and Course Changes

Whilst significantly less issues have been encountered this year than last term, there are still significant reports of timetables and rooms being changed after students have started their course. We are supporting the College work to continue to improve timetabling practices.

Student / National Entitlement Cards

Students continue to struggle with the process of applying and obtaining a National Entitlement Card. This can prevent them from accessing student discounts and benefits which help to combat the cost-of-living crisis.

The FCSA are meeting with Iain Macpherson the new College Head of Digital to identify a new accessible approach which will meet the needs of our students.

Current National Issues:

College Funding

Becka has reached out to peers to discuss creating a national campaign to promote the need for adequate funding for colleges in Scotland. This is due to other campaigns focusing more on universities.

3 FCSA Strategic Plan – FCSA 25/30

As our previous plan was completed in June 2025, we have spent the last six months working on our new strategic plan, FCSA 25/30. The content of the plan is informed by the wants and needs of our members, and reflects priorities that have been evident in our discussions with members across our communities. As in previous year the plan is sectioned in our Function, Commitments, Standards, and Aims.

You can view the full plan here: [View the FCSA 25/30 Plan](#)

The FCSA are committed to Engagement, Representation, Health, Development, Sustainability and Participation.

Our standards include being Open and Transparent in all of our work, being informed and innovative, and exemplifying all 24 commitments within the Fife College Charter at all times.

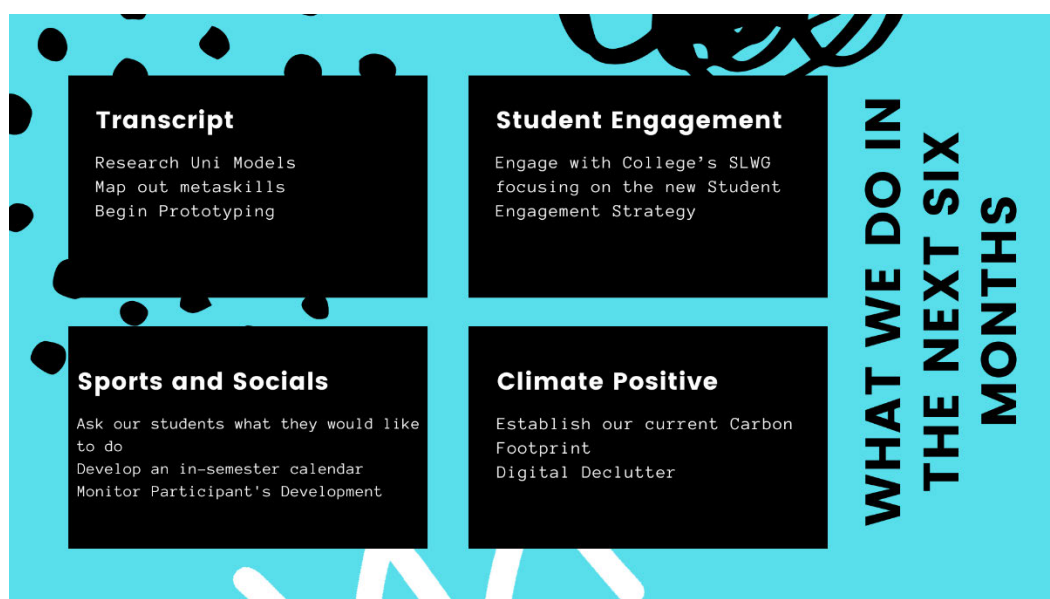
Our four strategic aims for 2030 focus on:

- Developing a Student Transcript Service
- Become a recognised Business Critical part of the College's Student Engagement work
- Increase student wellbeing and resilience through our Sports and Social Work
- Becoming Climate Positive

OUR AIMS

THE FCSA OF 2030 WILL

- Offer a transcript service to students which will document their academic achievements, extra-curricular activities and detail their metaskills
- Be a recognised business-critical partner in the College's student engagement work
- Provide members with life-long wellbeing and resilience skills, developed through participation in our Sports and Social activities
- Be Climate Positive



As shown in the image above, we have set goals for the next six months. The online plan will be updated regularly to chart our progress and provide our members of an always accessible method to scrutinise our work.

As in previous reports the Board will receive quarterly reports on the progress we are making towards our aims, and other work under our commitments.

4 President Updates

4.1 Becka McGeevor –

4.1.1 *Reduce homelessness in the college*

Work done so far

Becka has recruited student volunteers to assist with her project and has already reached and initial agreement with the Windsor Hotel to provide rooms where possible.

Planned Work

Formalise agreement with the Windsor and establish contact with providers in other towns.

4.1.2 *Making the food in all cafeterias more inclusive*

Work done so far

Becka has been monitoring feedback on the new catering provision.

Planned Work

Becka will meet fortnightly with Vicki Anton to raise any issues and ensure we are meeting student needs.

4.1.3 Improving Timetables to be more reliable

Work done so far

Becka has been gathering issues and discussing planned improvements with Kathryn O'Loan.

4.1.4 Other Work

Becka has supported the College's Welcome events, and has been delivering FCSA Class Talks.

FCSA Board Update September 2025



[You can read Becka's full update here.](#)

4.2 Elvira Surovtseva –

4.2.1 : *To help and support everyone when they need it.*

Work done so far

Elvira has been supporting students to help them settle into college life, including helping with funding queries

Planned work

Will continue to offer support to our new cohort.

4.2.2 *Find solutions when you are 'stuck'*

Work done so far

Elvira has started to develop an interactive FAQ system for the FCSA Website.

Planned work

Elvira will test out the proposed Q&A feature before launching this for the wider community.

4.2.3 *Building the bridge between college communities.*

Work done so far

Elvira has delivered all the FCSA Class Talks for the ESOL courses and is encouraging these students to join in with our regular programme of events.

Planned work

Elvira will monitor the participation in the FCSA offer as well as gathering feedback on other groups that students may like to have.

4.2.4 *Other Work*

Elvira has supported the College's Welcome events, and has been delivering FCSA Class Talks.

[You can read Elvira's full update in the deep dives.](#)

5 Work Towards the FCSA's Strategic Commitments and Aims

5.1 Representation

The Class Representative System has been remodelled with each Academic school now have a single point of contact within the FCSA for their Class Reps. This is in response to recent staffing changes within the FCSA and to help distribute workloads.

5.2 Student Engagement

To date the FCSA have held 123 (up from 102 at this point last year) introductory class talks to a combined total of over 2100 students. There are currently a further 40 scheduled and bookings remain open until the 9th of October. As in previous years students are engaged through the use of an interactive Mentimeter presentation.

[You can read the FCSA Manager report in the deep dives.](#)

**FCSA Board Update
September 2025****5.4 Health**

FCSA Sports sessions have already began this year with 167 students taking part in the first week alone. The majority of sessions are being led by Student work placements, allowing these students to complete their course without having to travel considerable distances to fulfil their necessary hours.

[You can read the FCSA Sports report in the deep dives.](#)

5.5 Sustainability

The FCSA were awarded Excellent for the second year in a row. A huge thank you to all staff and students who got involved and supported the FCSA in delivering on the criteria, it is a team effort and the whole institution should be very proud.

[You can read the FCSA Community Development report in the deep dives.](#)

6 Other Notable Items

6.1 The FCSA is pleased to have been able to help secure the booking of two NUS Conferences in November for the new Conference Centre.

6.2 The FCSA is pleased to have secured grant funding from Aldi Sports to allow us to purchase new kit for the FCSA Women's Football team.

6.3 As the FCSA is now 10 years old we decided to compile a Top 10 from our first decade. You can view the countdown here: [FCSA Top Ten](#)

Becka McGeevor
FCSA President of
Education and Representation

Elvira Surovtseva
FCSA President of
Wellbeing and Equity

FCSA Board Update September 2025



Deep Dives for September 2025

FCSA Manager Report

1 Introduction

This paper reports details of the FCSA's work which is not normally captured within the FCSA Board Update or other existing FCSA reports. The intention is to provide the FCSA Oversight Group awareness of the process of FCSA daily and in-year work.

2 Notable items since the last update

- Becka McGeevor and Elvira Surovtseva took up office on the 1st of July and have completed their induction period during July and August.
- Following restructures and cuts within the Infrastructure and Experience Department, the FCSA role of Lead Engagement Co-Ordinator has been removed. Details on this are laid out later
- The FCSA has supported the development of the Fife College Charter, including leading on the content and design. During Welcome to College/ Induction sessions members of the team handed out and explained the charter to every student who attended (c. 1800-2000 students)
- At the FCSA Strategic Days, we finalised the aims for our 25-30 plan which are described in a separate report.

3 Changes resulting from College Cuts

Due to the financial position of the College caused by the SFC funding cuts, the FCSA have been impacted in losing a staff role and 50% of our operational budget.

We understand cuts are being made across the College and we are cooperating with the College to ensure the best delivery is still maintained for our members.

The key change this year is the remodeling our approach to supporting the College's Class Rep system. Going forward each of the College's Academic Schools will have a key contact within the FCSA to lead on all Class Rep matters.

These are as follows:

Care, Health, Science and Wellbeing – Becka McGeevor and Craig Walker Business, Digital, and Creative – Rebecca Reader
Engineering, Construction, and Technical Skills – Jade Burnett
Apprentices and Work Based Learning – Becka McGeevor and Craig Walker

We are also encouraging Reps to be proactive in contacting their contact rather than waiting for meetings to raise issues.

FCSA Board Update September 2025



4 Health and Wellbeing in the Team

4.1 Current TOIL Balance

To ensure our work is sustainable, our members are being fairly remunerated and to help us measure impact the FCSA Time Machine is used to record time spent on various aspects of work.

Staff are encouraged to hold no more than 20 hours of positive or negative TOIL at any point.

Name	Current TOIL Balance
Craig Walker	15.5
Becka McGeevor	2
Elvira Surovtseva	-7.5
Rebecca Reader	5
Jade Burnett	14.25
Total	29.25

4.2 Number of days lost to illness since 1st July 25

Short-term 1-7 Days:	0
Long-Term 7+ Days:	0
Total:	0*

**Does not include staff members who are not expected to remain in the team beyond the end of the restructure.*

4.3 Holiday Balances

As we have started the new College Holiday year looking at days carried over for staff.

Name	Days carried over
Craig Walker	9
Jade Burnett	0
Rebecca Reader	4

FCSA Board Update September 2025



5 Finances

Our Budget for the year has been allocated as follows Initial Funding

from Fife College: 20,000.00

Expense	Budget
Ad hoc Staffing	4000
SSS	2500
Contingency	2500
Presidents	2000
Freshers	1900
NUS	1200
Sports	1000
Class Reps	1000
Prizes and Promotion	840
Awards	800
GISU	600
ReFreshers	500
Grammarly	350
Canva	280
Motion Array Subs	200
Mentimeter	180
Filmbank Media (For films)	150
External Awards	0
Uniform	0

Reserve Amount: £7000.00

6 Summary

As the financial crisis in the sector worsens, we will continue to respond to ongoing challenges. Losing a member of staff at one of our busiest times is far from ideal, however a strong staff team and excellent first months from the Presidents are helping to alleviate concerns.

7 Next Steps

Group members are invited to raise any questions regarding the content of this report.

Craig Walker
FCSA Manager

5th September 2025

1 FCSA Sports

In 25/26, intramural and friendly competition with our nearest neighbours (Perth, D&A, Edinburgh, Forth Valley) will be a priority in our key sports of badminton, basketball, football and volleyball.

Due to staffing, financial and transport constraints, we hope to use Campus Assistants and placements students to deliver more of our activity this year. Recruitment for volunteer coaches and leaders is underway with support from Sport and Fitness, People Development and Communications teams. Support has also been sought from Fife Council, local Sports Councils and governing bodies.

Several grant funding applications have been submitted to pay for staff costs, disclosure applications and CPD for coaches and deliverers. Despite some barriers, we look forward to support from the College's Finance staff to progress these applications.

In addition to these traditional sports, we plan to utilise outdoor and non- traditional spaces to deliver activities such as boccia, dance, walking and more depending on the requests from our students.

Though limited information has been made available, we have been made aware of pictures circulating of the games hall at the Dunfermline City Campus. Concerns among staff and students include the large windows – safety and security, temperature, glare, inclusivity and consideration for participants from different backgrounds. We look forward to working with Sport and Fitness colleagues to find solutions to our shared concerns once in the building.

2 “Give It A Go” Guidance Sessions

With lecturing staff from various areas, “Alternative Guidance” sessions have been planned for the weekly guidance hours, for example to go for a walk. These areas have reported improved staff-student relationships. Areas where self-confidence and teamwork has been a barrier, staff have been in touch to ask for sessions designed to develop these skills, and plans to roll out more physical activity in this hour began before summer with support for various staff and CLT.

This has been adopted by the wider FCSA and the team have renamed it “Give It A Go”. Through Course Tutors, we will offer sessions from categories such as Mental, Mystery, Physical and Skill. We have set a goal of delivering to 40 different classes in this academic session.

3 Intro Sessions, Kirkcaldy

During first week of classes, three "Intro To" sessions ran on Kirkcaldy Campus. This event was a showcase for our equipment and activities, volunteering opportunities and a chance for students to be active and social during their first week. 167 participants attended over the three days, including full classes from Counselling, Hair and Beauty and Health and Social Care courses. During these events we were able to get feedback from students on how their first week was going and direct them to support services where required.

4 Partnership Work

Scottish Golf – Rebecca attended the Golf Activator Tutor Training and will begin delivery of the Activator course for Sport and Fitness levels 5 and 6 students. This qualifies them to deliver with support in schools, clubs and college. Next steps are to identify students who wish to progress to a Community Golf Instructor qualification, supported by Scottish Golf, and undertake a Sports Development project in their HNC year.

Active Schools – Rebecca supported Active Schools' annual Young Ambassador Day hosted at St Brycedale Campus in August. 140 participants took part in 8 workshops led by Platinum Ambassadors as part of their SQA assessments. It is hoped continuing this work will increase awareness of volunteer opportunities with FCSA Sports and Young Ambassadors can continue this work once at College.

Kirkcaldy and Central Fife Sports Council – Work continues to strengthen relationships with the Sports Council and use their links with community clubs to improve FCSA Sports' offer and create opportunities for our students. The 11th Annual Awards will once again be held in our St Brycedale Campus and Rebecca will support with the planning and delivery of this event with support from Sport and Fitness and Hospitality and Events students.

5 Projects and Placements

HNC Coaching and Sports Development students are presented with FCSA Sports placement opportunities they can apply for. With support from Employability, the application and interview process will be close to a real-life job application. Projects for 25/26 include management of Badminton, Basketball, Football and Volleyball teams, walking club, inclusive sport and the first Fife College 5k.

Two projects began before summer with returning students, and funding of £500 has been secured from the Aldi Sport Fund to research, design and procure new sport kit for our women's' teams. Outcomes of two further grant applications are still in process.

The first Fife College 5k will be held in Beveridge Park, Kirkcaldy on Friday 1st May 2026. This event will give opportunities to Hospitality and Events and Sport and Fitness students, raise awareness of the College locally and increase physical activity levels. Our thanks to colleagues in Events and Hospitality, Communications, Health and Safety and the CLT who have already offered their support.

6 E-Bike Hire Scheme

It was not possible to sell the bikes as planned, however due to staff capacity the scheme continues to be unsustainable and will not resume.

Rebecca Reader
FCSA Sports and Active Campus Co-Ordinator

5th September 2025

FCSA Community Development Coordinator Report

1 FCSA Societies

Over the summer the FCSA installed games cabinets on every campus to match the FCSA 's free bookshops and to meet the demand for students' social interaction out with our regularly scheduled delivery of events. We are working to get our student led groups up and running again, however with the changes set out within the PVG, current guidance for the HR team is that students cannot hold their own weekly groups without a PVG. This has led to delays in starting groups which is having an impact on the benefits gained through social prescription.

2 Green Impact Students Unions

We were awarded Excellent for the second year in a row. A huge thank you to all staff and students who got involved and supported the FCSA in delivering on the criteria, it is a team effort and the whole institution should be very proud. We have signed up to complete the toolkit again this year with a focus on gathering students work, and working to evidence the sustainability within the curriculum, and institutions policies. We hope to maintain our Excellent accreditation for a third year.

3 Freshers Festival

Due to the team reviewing our working capacity, we have reduced the number of on campus days by one on each of the large campuses. This allows the team to maintain their working schedules, while still delivering an action- packed schedule of events and support to the students.

Dates and campuses are:

Tuesday the 16th of September	Levenmouth Campus
Wednesday the 17th of September	Glenrothes Campus
Thursday the 18th of September	Glenrothes Campus
Wednesday the 24th of September	Kirkcaldy Campus
Thursday the 25th of September	Kirkcaldy Campus
Tuesday the 30th of September	Rosyth Campus
Wednesday the 1st of October	Dunfermline Campus
Thursday the 2nd of October	Dunfermline Campus

We will be hosting two out of campus events, one at The Windsor in Kirkcaldy and the second at The Old Inn in Dunfermline. The on-Campus festivals will host a variety of stallholders who offer student discounts, support services and fun opportunities.

The FCSA is working to put together a mini freshers/welcome event at the new DLC in November.

4 Community Events

Fife Pride: At the end of last academic year, the FCSA supported the delivery of Fife Pride, alongside other college departments and student volunteers. The Campus was open to the public for the first time ever during the annual Fife Pride event and it was welcomed by the community with positive feedback. The group of colleagues who planned and delivered the event have agreed to continue planning for next year's event.

16 Days of Action: 16 days of Activism is a national campaign that runs annually to eradicate violence against women and girls. The campaign kicks off on the 25th of November and ends on the 10th of December. One of the themes this year is digital safety and support, the other is 'Respect is'

Key days:

- 25th Nov = International day for the elimination of violence against women and girls.
- 3rd December = Reclaim the night (Dunfermline). It's a March through town ending at the Glen, led by Fife Violence against women partnership.
- 10th December = International Human Rights Day.

The FCSA will be working with the college to put together some information and content to share with our students, staff, and the public during the campaign. I would like to take this opportunity to invite the members of the Board to join the Reclaim the Night march in Dunfermline in solidarity with our community and commitment to ending violence against women and girls.

Jade Burnett
FCSA Community Development Co-Ordinator

5th September 2025

Becka McGeevor - FCSA President Monthly Report 2025-26

Student Presidents are accountable for their decisions and actions to the members of the FCSA and the Fife College Board of Governors. They shall act fairly, democratically and with transparency and openness in all that they do.

Manifesto Progress
Pledge: reduce homelessness in the college
<ul style="list-style-type: none"> • Sent out emails to different hotels in the areas of all campuses to see if any of them would like to help and partner up with us. • I took on some volunteers to help with fundraising ideas and research. • Had a meeting with the Windsor hotel and have agreed to partner up. • Set up meeting with James and the Windsor hotel to discuss finances and make final decisions about how we move forward.
Pledge: making the food in all cafeterias more inclusive
<ul style="list-style-type: none"> • I have been gathering data about how people feel about the food they are being served for lunch. • Have made enquiries about the free options and how visible this is to students. • Speak about getting the allergens are going to be on display so students can read them.
Pledge: make timetables more permanent
<ul style="list-style-type: none"> • Gathering data to find what the biggest issue throughout the college relating to timetables is. • Speaking to students to find out how they are feeling about their timetables and how its working with their personal life's. • Having a meeting to try and see if we can come up with some sort of solution to this.

Other FCSA Work
Class talks
Finding flats for students who have started at the college that don't have a home or, can no longer stay in the house they are in.
Had my That's Quality! Online meeting
I went to that's Quality!
Have drafted an email to send to other student presidents to try and have a national campaign about the funding issues

Student Issues	
Total Student Issues Input	11

FCSA Report to Oversight Group



Other Work
Board training
online carbon literacy training
clearing
inductions
Helping find classes on week 1
ILM with QAA meeting
Joint people and culture and academic standards committee meeting
Board briefing meeting

Becka McGeevor
President Education and Representation

5th September 2025

Elvira Surovtseva - FCSA President Monthly Report 2025-26

Student Presidents are accountable for their decisions and actions to the members of the FCSA and the Fife College Board of Governors. They shall act fairly, democratically and with transparency and openness in all that they do.

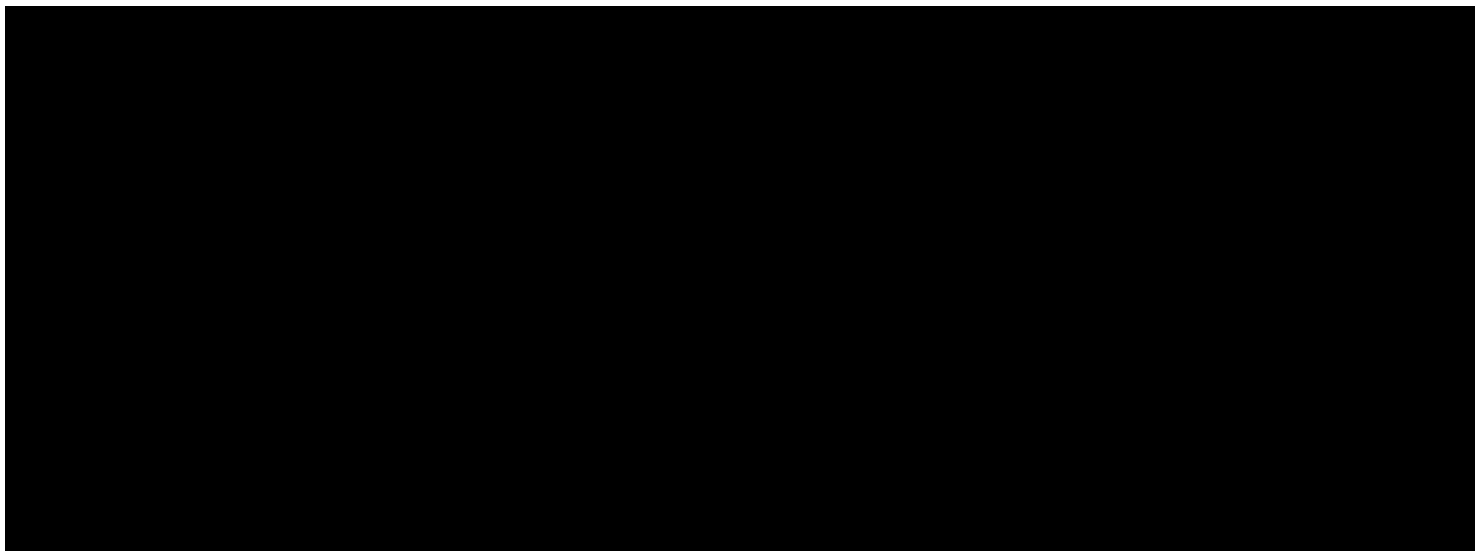
Manifesto Progress	
Pledge: To help and support everyone when they need it	
<ul style="list-style-type: none"> • Induction: help to the students find the right class or people who to ask about funding, problem with log in. • Induction: some of the students were nervous and stressed about their first day, so we had a wee talk, to make sure that they are okay, and if they need anything they can always ask us. • Class Talk: raising awareness about FCSA, make sure that they are staying up to date as they follow us on social media and they know how to contact us if they needed, or how to find and recognise us. • Class Talk: We have more Class Talk, so we are going to have more awareness about who we are and what we are doing, as a result we can help and support more people. 	
Pledge: Find solutions when you are "stuck"	
<ul style="list-style-type: none"> • Helped to student who need Mental Health support • Working on for the interactive platform FAQ 	
Pledge: Build the bridge	
<ul style="list-style-type: none"> • Induction: Helped people who first language is not English • ESOL students are joining the FCSA clubs • Increased number of students who ask FCSA when they are looking for help 	

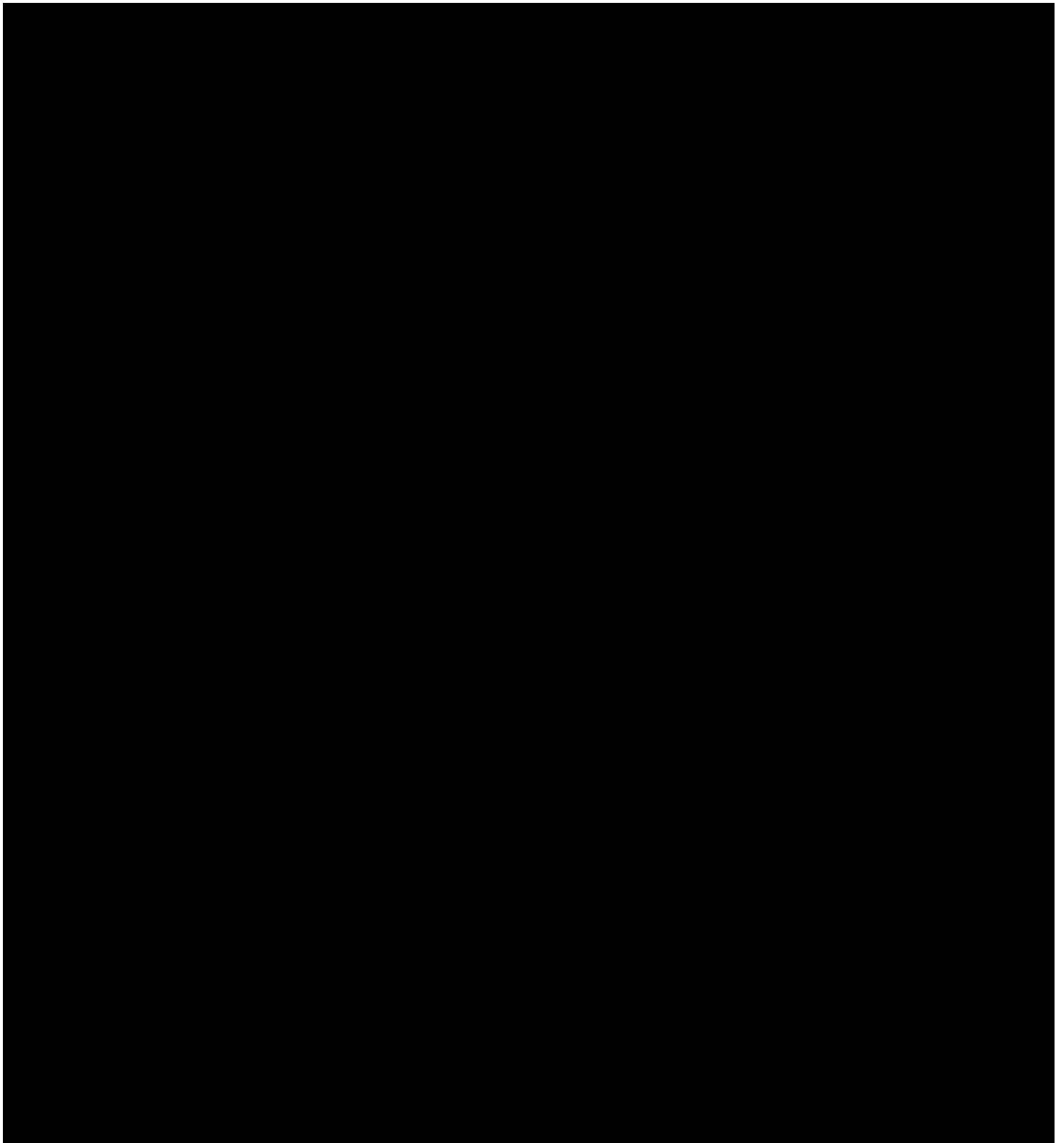
Other FCSA Work
Clearing
Induction
Class Talk

Student Issues	
Total Student Issues Input	7

Elvira Surovtseva
President Welfare and Quality

5th September 2025







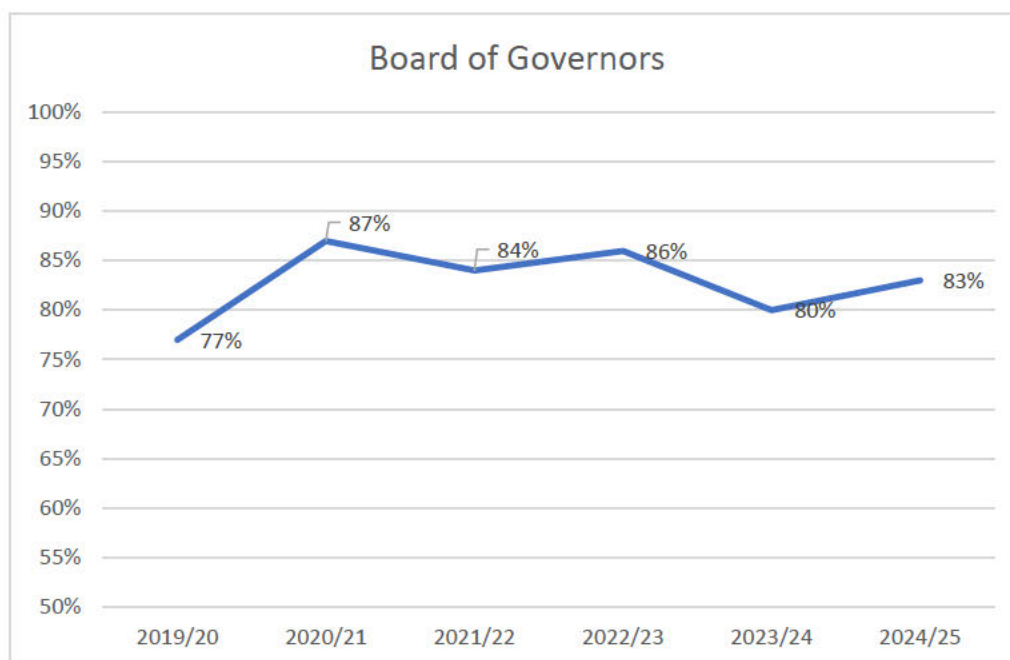
Self-Evaluation 2024-25: Board of Governors	
Date of Meeting:	25 September 2025
Purpose:	To review the effectiveness of the Board for 2024-25
Intended Outcome:	To discuss the feedback and agree recommendations and actions for the year ahead
Paper Submitted by:	David C Watt Silvia Baduskova
Prior Committee Approvals:	N/A
Board Impact from Decision:	To provide assurance that the Board of Governors and Committees are operating effectively and in accordance with delegated authority
Financial Health Implications:	N/A
Learner Implications:	N/A
Equality and Diversity Implications:	N/A
Strategic Risk(s):	BOG2 – There is a risk of being unable to clearly measure impact because we have not adequately defined our success metrics, resulting in reliance on anecdotal evidence.
Publicly Available:	Yes
Author Contact Details:	Silvia Baduskova silviabaduskova@fife.ac.uk
Date of Production:	27 August 2025

BOARD OF GOVERNORS OF FIFE COLLEGE**Board of Governors: Self-Evaluation 2024-25****1 Introduction**

The Code of Good Governance for Scotland's Colleges requires Colleges to undertake an annual self-evaluation. During the last round of meetings, each Committee and the Board agreed to use a form drafted for this purpose, which was issued for completion over the summer period.

There were a number of overarching themes emerging, which are summarised below.

Attendance at Board meetings for the year was 83% overall - see the graph below.



At the same time, a review of compliance was also undertaken, with completed paperwork for Audit and Risk, Board of Governance and review of compliance with the latest version of the Code of Good Governance for Scotland's Colleges circulated to members as appropriate.

Relevant actions are included in the draft Board Annual Development Plan for the Board's approval and progress will be monitored at future Board meetings. Following approval by the Board, confirmation will be sent to the Scottish Funding Council that self-evaluation has been undertaken together with the Board's updated Development Plan.

The full list of responses is available on the Board's SharePoint.

2 Overarching Themes

A number of key themes were identified in relation to the functioning of the board and committees.

Papers

- [REDACTED]
- [REDACTED]

Providing clear answers to the questions in advance of and/or during meetings

- [REDACTED]
- [REDACTED]
- [REDACTED]

Timing/Meetings

- [REDACTED]
- [REDACTED]

Discussions and Participation at Meetings

- [REDACTED]
- [REDACTED]

Board Members Skills

- [REDACTED]

Main Achievements

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]

What did not go well

[REDACTED]

Opportunities for Improvement

[REDACTED]

Training Opportunities

[REDACTED]

Additional Feedback

[REDACTED]

3 Actions

Each of the Committees has completed a similar exercise and these comments are copied to them and each should consider their potential improvement plan.

A number of these issues raised have been already been addressed in the Board Development Plan and will be actioned over the next few months.

4 Recommendation

Members of the Board are invited to discuss the findings and agree on suggested actions to be taken over the next year.

Board of Governors: Draft Development Plan 2023-24

Code	Action	Lead	Deadline	Update as at September 2025
A	Leadership and Strategy			
A.4- A.6	Approve the College Strategy 2023-28 ensuring that it enables the College to fulfil its mission and meet Scottish Government priorities, for the benefit of students and the community it serves	J Metcalfe / D C Watt	Dec 2023	Complete
A.7	Approve the College's Regional Outcome Agreement	J Metcalfe / D C Watt	31 Oct 2023	Complete
A.9	Approve and roll out a new format of Business Report which provides focus on KPIs and encourages strategic discussion ensuring the priorities as detailed within the Strategy are the key focus	J Metcalfe / D C Watt	Dec 2023	Complete. Business Report is now in a format of Strategic Dashboard
A.10	Participate in Governing in High Stakes workshop (pilot offered by CDN)	M Philp	Jan 2024	Complete
A.10	Undertake leading safely training	M Philp	Nov 2023	Complete
A.10	Consider the Board's role in Net Zero / Sustainability and participate in Carbon Literacy Training	M Philp / J Thomson	Nov 2023 June 2024	Complete
A.12	Training or briefing on Board's responsibilities on Equality and Diversity issues	M Philp	TBC	To be addressed by Chair and/or HR support.
A.13	Training or briefing from Changing the Chemistry on Unconscious Bias / attracting diverse range of Board applicants	M Philp	TBC	To be addressed by Chair and/or HR support.
B	Quality of the Student Experience			
B.5	Continue to support the Fife College Students' Association with its aim of becoming stronger and more autonomous	E McPhail / M Philp	July 2024 / ongoing	Complete. E McPhail and M Boyle are now mentors for the new Student Board Members.
B.7	Approve the revised Fife College Students' Association Constitution (due for review by end of 2023-24)	C Walker / M Philp	March 2024	Complete
B.9	Receive feedback on the recent Education Scotland engagement visit	I Hawker	Oct 2023	Complete
C	Accountability			
C.7	Review membership and attendance at Committee and Board meetings to ensure a majority of non-executives are in attendance when taking decisions	M Philp	March 2024	Complete
C.7	Reformat Board paper template to have recommendation and context clearly stated at outset to improve focus	M Philp	June 2024	New format introduced in September 2025.
C.7	Ensure breaks at meetings are taken after one hour, whether in person or online, to improve accessibility and efficiency and add a reminder to agenda template	M Philp / Chairs	Aug 2023	

Code	Action	Lead	Deadline	Update as at September 2025
C.8	Review delegations in Scheme of Delegation to ensure consistency with Committee remits and Chair's contract with Scottish Government	M Philp	June 2024	Progressing These will be presented at September 2025 Board meeting.
C.8	Review papers and information to ensure Committees deal with things delegated to them and avoid duplication of information (where possible) at Board level, perhaps combining Committee updates with the new format of business report	M Philp / Chairs	June 2024	Complete. Format of papers had been improving and Strategic Dashboard replaces Business Report.
C.11	Update Board/Committee paper template to cross reference paper to relevant strategic risk(s)	M Philp	Aug 2023	
C.11–C.12	Review the Strategic Risk Register and offer a Strategic Risk Workshop following on from the approval of the Corporate Strategy	D C Watt / B Fisher / J Thomson	May 2024	Complete
C.11-C.12	Make the risk register a “live document” focussing on changes since the last meeting and moving away from a complete list of everything in place, with a view to moving away from lists to driving action and ownership	J Thomson	May 2024	Complete
C.14	Ensure successful onboarding of newly appointed External and Internal Auditors	B Fisher / M Philp	Dec 2023	Complete
C.24	Participate in Charity Trustee training/briefing session	M Philp	TBC	This will be presented at the Board Development Day in October 2025
D	Effectiveness			
D.1	Free up more time for strategic discussion at meetings, having the agenda clearly marked for this, and presenters assuming that papers have been read in advance and keeping introductions short and focussed	M Philp / D C Watt	June 2024	Complete – introduction of Deep Dive topic at the start of each Board meeting.
D.1	Identify opportunities for members to contribute more to decisions and increase the number of “approve” and “discuss” papers presented to increase Board impact and value	M Philp / J Metcalfe / Chairs	June 2024	Complete.
D.1	Offer team building opportunities for Board members	D C Watt / J Metcalfe	TBC	In progress.
D.2	Develop the existing skills matrix to identify where Board members have particular expertise/qualifications in key areas -v- management experience/knowledge	M Philp	June 2024	Completed in March 2025.

Code	Action	Lead	Deadline	Update as at September 2025
D.10	Consider how the performance measures for the Principal can be shared with Chair's Committee and also how staff and student members can be involved in contributing towards this process	M Philp / D C Watt	Dec 2023	Complete. Measures were shared with Chair's Committee in September 2024.
D.19	Ensure that a new non-teaching Board staff member and TU Board members are elected to the Board by the required deadlines	M Philp	March 2024	Ongoing as waiting for TU member appointment (Unison).
D.20	Tailor Board induction to offer more one-to-one support to new Board members	M Philp	June 2024	Complete
D.21	Consider what information, training and support can be made available online to better support Board members and to raise role of Board member to staff	M Philp	June 2024	Complete.
D.26	Discuss engagement and participation with members individually during Annual Development Meetings	D C Watt	Aug 2023	
E	Relationships and Collaboration			
E.1- E.4	Support the development of the college's Stakeholder Engagement activity seeking Board member involvement and expertise where relevant	J Metcalfe / D C Watt / M Philp	June 2024	Complete. Board ambassadors now engaged on Freeport, Martyn's Law, Net Zero, KPI formation; a commercial advisory group formed

Board of Governors: Development Plan 2024-25

A Board Training and Development							Update as at September 2025
	Objective	Actions	Lead	Deadline/timing	Strategy /Risk ¹	Status Report / Commentary ²	
A1	Establish regular deep dives/thematic sessions at Board to develop understanding of strategically important areas.	Suggested sessions ³ : Net Zero Green Freeports Developments in Tertiary Education/Scottish Government Policy Approaches to Benchmarking	Chair/ Principal/ GP	Mar 2025/ ongoing		Schedule of sessions/prioritisation to be discussed further; potential to hold 30/40-minute deep-dive session at every Board meeting.	Complete
A2	Ensure the Board has the necessary knowledge and skills to discharge its duties effectively.	Suggested training: EDI/Unconscious Bias Training (Changing the Chemistry) Role of a Charity Trustee AI and Cyber Security Risk	GP/ Chair	Feb 2025/ ongoing		Sessions to be considered further and scheduled as appropriate.	For the EDI/Unconscious Bias – part was Trauma Informed Practice presentation that we had, but more to be done. Role of Charity Trustee will be presented at Board Development Day in October 2025. Done in May 2025 but need to be revisited in 2025-26.
A3	Develop Board as a team	Hold Board half-day team building session.	Chair/ GP	Nov 2025		Timing to be considered further.	Events or special sessions before Board meetings and more events around new campus.
A4	Develop Board-Executive working relationship.	Hold half-day session for Board and Executive.	Chair/ Principal/ GP	Nov 2025		Timing to be considered further.	Progressing. Board Development Day meeting arranged in the diaries and more to be fixed.

¹ This column is included with a view to incorporating links to strategic plan/risk register in future to support evaluation of the impact of board activity.

² This column will be updated for quarterly reporting.

³ Suggestions at this stage drawn from different sources as a starting point for discussion/agreement.

A5	Create opportunities for Board to focus on strategy.	Arrange strategy day for board (half day with Executive, half day Board only).	Chair/ Principal/ GP	May 2025		Timing based on past sessions – to be discussed.	Complete.
A6	Improve Board role in stakeholder engagement activity.	Align Board specialisms/ networks/interests with stakeholder engagement plan.	Principal/ Exec/ GP	Tbc		Approach to be discussed and agreed. Dependency on Skills Matrix action C3	Complete. Board ambassadors now engaged on Freeport, Martyn’s Law, Net Zero, KPI formation; a commercial advisory group formed
B Board Meetings and Reporting Arrangements							
B1	Ensure business reporting format enables effective performance monitoring by Board.	Introduce new report to Board with KPIs linked to Strategic Plan priorities.	Principal	Tbc		Partially complete; strategic plan approved; work ongoing on comparative KPIs	Complete as we have Strategic Dashboard in place.
		Improve sharing of information on DCL with Board.	Principal	Nov 2024		Complete: regular updates in place	
B2	Improve risk reporting to Board and Committees.	Develop risk register as a live document focused on change since last meeting.	DP	Nov 2024		Parially complete; new reporting format being rolled out in current meeting cycle.	Complete.
B3	Review overall reporting to Board and Committees to improve efficiency and strengthen board focus on its strategic role.	Review cover papers to ensure effective executive summary and clear recommendation/ ask.	GP/Exec	Feb 2025		New cover paper to be trialled for February/March 2025 cycle.	Complete.
		Review agendas, including focus on strategic matters/time allocated to items.	Chairs/ GP	Dec 2024 onwards		Timing to be included for larger discussion items from December Board onwards.	
		Identify lead Executive Team member for reporting to each Committee	Exec/GP	Feb 2025			
			Chairs/ Exec				

C1	Undertake Externally-facilitated Effectiveness Review	Arrange review as required by Code of Good Governance	Chair/ GP	Sep/Oct 2025		Planning in train; list of potential reviewers being compiled.	In progress. Proposal gone to Board.
C2	Appoint Senior Independent Member	Arrange self-nomination process/ballot if required.	GP	Jan 2025		In train; call for self-nominations issued 3 December	Complete. Mike Boyle was appointed as Senior Independent member.
C3	Review Skills Matrix to create broader assessment of board knowledge, skills, experience and attributes	Revise matrix and issue form for completion.	GP	Jan 2025		Draft to be shared with Chair in December with view to issuing forms to Board Members in January.	Complete
C4	Ensure effective, consistent and compliant Board Scheme of Delegation.	Review Scheme of Delegation and Committee Terms of Reference (refer also to Chair's terms of appointment).	GP	Mar 2025		Desk-based review to be completed early in new year/any recommended changes to be reported to March board	Scheme of Delegation and Standing Orders will go to Board of Governors meeting (September 2025).
C5	Ensure Committee structure and remits reflect Board needs	Review title and remit of Academic Quality Committee to strengthen focus on learning and teaching/student experience. Review overall committee structure to ensure it reflects needs as Board transitions to new phase with completion of new campus.	AQC/ Board Chair/ GP	Feb 2025 AQC Jun 2025		Paper to be prepared for Committee; recommendation to go to subsequent Board meeting.	Complete, self-evaluation forms were issued to the members for feedback/comments.

BOARD OF GOVERNORS OF FIFE COLLEGE

Key Points to Report to Board

Joint People and Culture Committee and Academic Standards Committee:

4 September 2025 (minutes to follow)

- It was beneficial to have a joint meeting between People and Culture Committee and Academic Standards Committee as there was a lot of common ground for discussion. Members agreed to have an annual joint meeting going forward.
- There had been a great progress on People Strategy and its baselines. Members discussed the relations and impacts of the strategy from both committees' point of view.
- Self-evaluation feedback – it was agreed to develop forward planners that will incorporate the feedback received from both committees.

Audit and Risk Committee: 11 September 2025 (minutes to follow)

- Internal Audit Annual Report had been completed and approved by members for its submission to Scottish Funding Council.
- Risk Register had been reviewed by members of Audit and Risk Committee and were happy with the proposal to remove the risk BOG2, however this should be decided at the upcoming Board of Governors meeting.
- Members welcomed the introduction of Report on Additional Assurance Controls: Near Misses.

Finance Commercial and Estates Committee: [9 September 2025](#)

- The continual presence of job evaluation risk.
- The difficult financial position across sector as highlighted in the presentation shared from Finance Directors' Network.
- Rosyth campus ongoing negotiations for the future use.

New Build Project Board

- [3 July 2025](#)
- [7 August 2025](#)
- [10 September 2025](#)

Forward Planner AY 2025-26

Board of Governors

Standing Items	25 September 2025	11 December 2025	26 March 2026	18 June 2026	TBC September 2026
Minutes Matters Arising / Actions Outstanding Strategic Focus Issue Chair's Update Principal/CEO's Update Strategic Dashboard Risk Register FCSA Update Summary of Committee Business Governance Update Review of Meeting FCSA Constitution (approval every 5 years, next review March 2029)	DCC Update Self-Evaluation Report Review of Standing Orders/Scheme of Delegation	Annual Accounts Letter of Representation Audit and Risk Committee Annual Report Annual Procurement Report Net Zero Progress Report	Indicative Funding <i>Stakeholder Mapping</i> Net Zero Action Plan	Annual Budget and Financial Forecast Return Self-Evaluation Annual Health and Safety Update	Self-Evaluation Report

Key: [Item for Board approval](#)
On agenda as required