

West College Scotland

Corporate Development Committee

Minute of Meeting held on Monday 8 June 2026, 4pm, via Teams

Present: A Campbell, Principal [AC] W Hatton [WH] (Ex Officio) D McMahon [DM], Chair F Qaderi [FQ] J Scott [JS]	In Attendance: N Connelly, Vice Principal, Operations [NC] M Doyle, Director of Finance & Estates [MD] J Rafferty, Director of People [JR] B Stobbs, Director of IT & Digital Transformation [BS] N Taylor, Director of Communications, Engagement & Student Experience [NT] S McDonald, Governance Manager [SM] (Minutes)
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CD444 Welcome & Apologies

The Chair welcomed everyone to the meeting. Apologies were noted from H Cameron and F McLaren.

The Chair advised that Committee meetings were a safe space for open dialogue and encouraged participation from all Members. He noted the Committee being a main source of scrutiny for the Board, and all Members should be comfortable and agreeable to all decisions being made.

The Chair noted that the papers circulated would be taken as read and that key highlights, comments or issues would be addressed during the discussion of each agenda item.

CD445 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.

CD446 Minute of Meeting held on 23 March 2026 and Actions & Matters Arising

Minutes of the meetings held on 23 March 2026 were **approved** by the Committee.

The completed and ongoing actions were also noted. The Internal Communication Plan was now being taken forward operationally, and any further updates will be provided through the Shaping Our Future Together updates. All ongoing and completed actions can now be removed from the list.

CD454 Policies

The Committee reviewed the policies below, noting they would be approved through ARC and the Board and raised the following comments.

Fees 2026/2027

- no further comment raised

Anti-Fraud, Anti Bribery & Corruption

- Section on this to be added to Board Induction. **Action: MD/SM**
- Declaration & Management of Interests (Board and Staff)***
 - Board Member recruitment process includes section on declaration of interest. This to be noted in policy. **Action: MD/SM**

CD456 Sustainability

NC updated on the paper provided giving an overview of activities undertaken since the last meeting and the future projects planned.

Clarification that it was an options paper that was being developed for West Dunbartonshire Council on the District Heating Network, and not a business case as noted in paper was highlighted. All available options will be reviewed and assessed.

The Committee **noted** the paper and update provided.

CD457 College Pension Schemes overview

The Committee **noted** the paper provided giving an annual overview of the College's Pension Schemes. JR noted that the contribution rate for LGPS pension increased to 17.5% from 1 April 2026. SPPA contribution rate remains at 26%.

CD458 Modern Slavery Statement

The Modern Slavery Statement is reviewed and published annually. JR advised that more clarity had been included on Procurement and New Suppliers.

The Committee **approved** the Statement and **recommended to the Board** for final approval.

The following items were for information, and papers were uploaded to the Teams Channel. No comments were raised on any of the documents.

CD462 External Auditors Audit Strategy 26/27

CD463 Internal Audit Reports – all scored as having Strong levels of assurance

- **HR Systems**
- **Asset & Infrastructure Management**
- **Governance**
- **Risk Management**

CD464 Schedule of Business

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

CD465 Dates of Meetings for 2026/2027

Dates of Corporate Development Committee Meetings for 2026/2027 were noted as:
4pm, via Teams on
Tuesday 15 September 2026
Tues 24 November 2026
Tuesday 1 December 2026 (joint with ARC)
Tuesday 23 February 2027
Tuesday 1 June 2027

CD466 Any Other Business

With no further business raised, the Chair closed the meeting

approved