

Email 1

From: (redacted)
Sent: 07 July 2015 10:14
To: (redacted)
Cc: Cross M (Michael); (redacted)
Subject: RE: Immediate - Official Sensitive - GCC

(redacted)

Please find attached a copy of the letter and redacted report which was sent to the Board.

Thanks
(redacted)

(redacted)
Business Support Officer to Michael Cross, Deputy Director
Colleges, Young Workforce & SFC Sponsorship Division
Advance Learning & Science Directorate
The Scottish Government – 5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU
Tel: (redacted)
Web: www.gov.scot

#youngworkforce

-----Original Message-----

From: (redacted)
Sent: 07 July 2015 10:03
To: (redacted)
Cc: Cross M (Michael); (redacted)
Subject: FW: Immediate - Official Sensitive - GCC
Importance: High

(redacted) , could you please send (redacted) the material she's looking for. Shout if you need help.

(redacted)

-----Original Message-----

From: (redacted)
Sent: 07 July 2015 09:12
To: (redacted)
Cc: (redacted) ; (redacted)
Subject: FW: Immediate - Official Sensitive - GCC
Importance: High

(redacted) ,

Could you please send me the final version of the letter and redacted report that went to the Board?

Many thanks

(redacted)

-----Original Message-----

From: Director of Advanced Learning and Science

Sent: 06 July 2015 22:12

To: (redacted) (redacted); (redacted) ; (redacted)

Cc: DG Learning & Justice; Director of Advanced Learning and Science; (redacted) ; (redacted) ; (redacted) ; Cross M (Michael); (redacted)

Subject: Immediate - Official Sensitive - GCC

All

I've just taken a call which advised that the board's current planned response is to instruct senior counsel opinion to advise on the prospects of successfully challenging the SFC report by means of judicial review. Senior counsel will also be asked if the approach that is set out in my letter of 3 July is reasonable in relation to the SFC report and in relation to the matters Scottish Ministers are now looking at which don't feature in the SFC review.

Brodies have already instructed (redacted) QC (not clear who has authorised this).

Brodies also advise that there can be only one official Board response.

Board meeting appears to be confirmed for 15 July.

We should discuss handling tomorrow.

Aileen

Aileen McKechnie

Director of Advanced Learning and Science, Scottish Government

5 Atlantic Quay, Glasgow, G2 8LU

Tel: 0300 244 1264

Email 2

From: (redacted)

Sent: 28 July 2015 16:04

To: (redacted)

Cc: Cross M (Michael); (redacted) ; (redacted) ; (redacted)

Subject: Student Board Members

Importance: High

I attach a letter on behalf of Michael Cross.

(redacted)

College Policy Team | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | [The Scottish Government](#)

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

☎ (redacted)

[#collegesforscotland](#)

Email 3

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 09 September 2015 16:57

To: (redacted)

Cc: Cabinet Secretary for Education and Lifelong Learning

Subject: Letter from the Cabinet Secretary for Education and Lifelong Learning

Good afternoon

Please find attached a letter for your attention from Angela Constance MSP, Cabinet Secretary for Education and Lifelong Learning.

Kindest regards

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

Email 4

From: (redacted) [mailto:(redacted)]

Sent: 10 September 2015 09:05

To: Cabinet Secretary for Education and Lifelong Learning

Cc: (redacted)

Subject: Re: Letter from the Cabinet Secretary for Education and Lifelong Learning

I confirm receipt of your letter yesterday evening. I will be out of the country until Monday evening and will not be able to take part in preparing the Board response. I have every confidence that the other Board members will again give this topic serious consideration and will respond professionally. I would have welcomed the opportunity to meet the Cabinet Secretary to help put across the Board position.

An unwelcome pattern has emerged over recent months of letters being issued very late in the working day on very challenging topics which require a quick response.

(redacted)

CabinetSecretaryforEducationandLifelongLearning@gov.scot wrote:

Good afternoon

Please find attached a letter for your attention from Angela Constance MSP, Cabinet Secretary for Education and Lifelong Learning.

Kindest regards

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

Email 5

From: (redacted)

Sent: 11 September 2015 18:38

To: (redacted) ; (redacted)

Cc: (redacted)

Subject: FW: Letter from Aileen McKechnie - Sections 12(6) and 24 of Further and Higher Education (Scotland) Act 1992

(redacted)

College Policy Team | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | [The Scottish Government](#)

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

📧 (redacted)

[#collegesforscotland](#)

From: (redacted)

Sent: 30 July 2015 16:46

To: (redacted)

Subject: FW: Letter from Aileen McKechnie - Sections 12(6) and 24 of Further and Higher Education (Scotland) Act 1992

(redacted)

For your file.

Thanks

(redacted)

From: Director of Advanced Learning and Science

Sent: 30 July 2015 16:40

To: (redacted)

Cc: (redacted) ; (redacted) ; (redacted) ; (redacted) ; '(redacted) ' ; '(redacted) ' ; (redacted) ; (redacted) ; (redacted) ; '(redacted) '(redacted); (redacted) ; '(redacted) '

Subject: Letter from Aileen McKechnie - Sections 12(6) and 24 of Further and Higher Education (Scotland) Act 1992

Dear (redacted)

Please find attached letter and attachment from Aileen McKechnie.

Kind Regards

(redacted)

(redacted)

PA to Aileen McKechnie
Director of Advanced Learning and Science
Scottish Government
DG-Learning & Justice
6th Floor, 5 Atlantic Quay
150 Broomielaw
Glasgow G2 8LU
Tel: (redacted)
Email: (redacted)
directorofadvancedlearningandscience@scotland.gsi.gov.uk

Email 6

From: (redacted)
Sent: 29 May 2015 11:27
To: '(redacted)'; Cross M (Michael)
Cc: (redacted)
Subject: RE: Proposed extensions of Glasgow Clyde College board members

(redacted)

As I understand it, given the on-going nature of the SFC review of Glasgow Clyde College, the GCRB does not necessarily have all the information to hand about the overall college board's performance that the GCRB might ideally like in order to make a decision to extend the appointment of individual non-executive board members to the college board. Given the transitional arrangements in place, these appointments end no later than 31 July 2015. But there is the option of GCRB extending the appointments beyond this.

As you know, the Ministerial appointments guidance articulates that the GCRB can chose whether to extend an appointment. Any decision to do so should be on the basis of evidence that:

“a) the college board member has performed satisfactorily, with evidence of annual assessments of performance to evidence this; and

b) that the college board member's skills, knowledge, experience and attributes remain relevant to the anticipated future needs of the board.”

(para 5.30)

<http://www.gov.scot/Resource/0045/00458051.pdf>

You ask about possible flexibility. The GCRB has powers to extend an appointment up to a period (the legislation provides for up to 4 years). That said, the guidance in effect provides an end-date for these particular extensions up to 31 July 2016.

The use of “up to” could be a means to deliver the flexibility by setting an end date with the possibility of earlier cessation. This approach is not dissimilar to the approach we have taken in making interim appointments. In this case of extension the interim period could potentially be the maximum period.

So, if the GCRB wants an opportunity to revisit the appropriate end date in light of more information available at a later date, I wonder whether something along the following (illustrative) lines could work for the board.

Under paragraph 5(2C) of Schedule 2 to the Further and Higher Education (Scotland) Act 1992, your appointment to the Board of Management of Glasgow Clyde College (“the Board”) is extended until 31 July 2016 or until such earlier date as the Regional Board for Glasgow Colleges may notify you (having given x weeks’ notice) that your appointment as a member of the Board is to cease. Your appointment is subject the terms and conditions set out in the Annex to this letter as well as to the provisions of the Further and Higher Education (Scotland) Act 1992.

Just to be clear: the decision is a matter for the GCRB of course and I offer no view on whether this is the appropriate thing to do. But I hope it does illustrate the flexibility I consider the board has. And it goes without saying but I’ll say it anyway – the board must satisfy itself that such a provision is reasonable in the circumstances.

Drafting the text, which I did to clarify my own thinking, led me to consider whether the extension provides an opportune time to make the terms and conditions of the appointment clear, assuming of course GCRB has not already determined terms and conditions of the appointment of members to the Glasgow Clyde Board.

You will also note that I have given the Regional Board its legal name.

Happy to discuss.

(redacted)

College Policy Team | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | **The Scottish Government**

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

📞 (redacted)

[#collegesforscotland](#)

From: (redacted) [mailto:(redacted)]

Sent: 29 May 2015 08:52

To: Cross M (Michael)

Cc: (redacted) (redacted)

Subject: RE: Proposed extensions of Glasgow Clyde College board members

Importance: High

Dear Michael,

Sorry to hassle. Will somebody also be able to get back to me on this today?

Kind regards,

(redacted)

(redacted), Glasgow Colleges' Regional Board

t: (redacted) | m: (redacted) | e: (redacted)

From: (redacted)

Sent: 26 May 2015 17:09

To: Michael.Cross@scotland.gsi.gov.uk

Cc: (redacted) (redacted); (redacted); (redacted); (redacted)

Subject: Proposed extensions of Glasgow Clyde College board members

Dear Michael,

As you are aware, at its meeting on Monday 1 June the GCRB will be considering proposals to extend by one further year members of the boards of management at each of the three assigned colleges in Glasgow.

The reason for this email is to seek your advice with regard to any flexibilities that might be available to the GCRB in relation to the proposed extensions at Glasgow Clyde College.

GCRB's Interim Chair and I are both aware of the Review of Glasgow Clyde College currently being conducted by the Scottish Funding Council. Of course, we have no way of knowing the outcome of that Review and it is important that nothing is done to prejudge its conclusions. On the other hand, we cannot ignore the possibility that the Review draws conclusions about the performance of the Glasgow Clyde College board of management which GCRB would ideally want to have available to it when it considers the proposed extensions on 1 June. That, of course, will not be possible. I am therefore interested to know what flexibilities are available to GCRB when considering these extensions.

Kind regards,

(redacted)
(redacted), Glasgow Colleges' Regional Board
t: (redacted) | m: (redacted) | e: (redacted)

Email 7

From: Director of Advanced Learning and Science

Sent: 31 July 2015 11:13

To: Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted)

Cc: (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted); Director of Advanced Learning and Science; DG Learning & Justice

Subject: IMMEDIATE - OFFICIAL SENSITIVE - GCC

Importance: High

Colleagues

At last night's board meeting, the SG letter which issued yesterday was discussed at length, as was the audit report on procurement of services; the disciplinary process; the issue of personal legal cover for the Chair. It was noted that due procurement procedures had not been followed (though that this was an emergency situation); that the Chair had co-signed the purchase order for the procurement of the services of Simpson Marwick; that (redacted) (of GCRB) and other board members had been involved at different stages; that no cap on legal fees had been agreed. It was concluded that the audit report could not be shared with SG as it contains privileged information. It was noted that nearly (redacted) in legal and audit fees had been expended thus far.

Two board members due to sit on the disciplinary panel indicated they would no longer be able to do so – there is now no possibility of the board constituting a panel of members who have not had some previous involvement in the process.

There was no discussion of the student position (despite Michael's letter having been circulated to the board). (redacted) was not in attendance.

There was fractious discussion between members of the SMT and the board about specific matters (cf. instructions to Brodies, etc.) indicating a fractured relationship between the executive and non-executive teams.

(redacted) indicated to his board that he had had enough; that he was considering his position; that he would speak with (redacted) today and reflect over two days about his own next steps. His board (apart from (redacted)) indicated they would resign in support. (redacted) indicated that he knew that several of GCRB members would do likewise (he cited (redacted) and (redacted) and two others).

We'll need to work up urgent handling plans should this break over the weekend or early next week.

I've alerted the Chair of SFC; am speaking to the SFC CEO shortly; will speak to the Chair of GCRB – all confidentially.

Happy to discuss further.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎ 0300 244 1264



I AM AN ALLY

Email 8

From: Director of Advanced Learning and Science

Sent: 13 August 2015 09:43

To: (redacted)

Cc: (redacted)

Subject: FW: FW: Board of Management meeting on 30 July - revised agenda and additional papers 123

(redacted)

To see latest. Other info to follow. Let me know if we need anything further from (redacted) please.

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) [mailto:(redacted)]

Sent: 13 August 2015 07:47

To: McKechnie A (Aileen)

Subject: Fwd: FW: Board of Management meeting on 30 July - revised agenda and additional papers 123

----- Forwarded message -----

From: (redacted) <(redacted)>

Date: 13 Aug 2015 07:45

Subject: FW: Board of Management meeting on 30 July - revised agenda and additional papers 123

To: "(redacted)" <(redacted)>

Cc:

(redacted)

Glasgow Clyde College

Tel.: (redacted)

E-Mail: (redacted)

Sent via Microsoft Outlook Web Application (OWA)

From: (redacted)

Sent: 27 July 2015 16:50

To: (redacted) (redacted) (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted)

Cc: (redacted); (redacted); (redacted); (redacted)

Subject: Board of Management meeting on 30 July - revised agenda and additional papers

Sent on behalf of (redacted) in the absence of a Secretary to the Board

Following discussion with and requests from the Chair regarding additional items for the Extraordinary Board Meeting on Thursday 30 July, please find attached a revised agenda and related documents. Hard copies will follow by post.

(redacted)

Executive Personal Assistant

Phone: [\(redacted\)](#)

E-mail: [\(redacted\)](#)

Web: [Glasgow Clyde College](#)



Email 9

From: Director of Advanced Learning and Science

Sent: 11 September 2015 18:19

To: Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy; First Minister; (redacted) ; (redacted) ; (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted)

Please find attached further advice on the situation at GCC: an update note; and briefing for Monday's meeting with the board.

Happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 08 September 2015 17:36

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted) , (redacted)

Please find attached further advice to Ministers on next steps and handling, including a draft letter and associated annex to issue to board members tomorrow. The redacted internal audit report is also attached for information.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, we continue to (redacted).

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) **On Behalf Of** First Minister

Sent: 03 August 2015 11:36

To: Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report
Importance: High

Aileen

Thank you for your submission which FM has noted. She has provided the following comment.

(redacted)

Can we get a further update by end week please. FM has also indicated she is happy to speak on phone to AC/Aileen/officials if helpful.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | **T:** (redacted) | **M:** (redacted)

Email 10

From: Director of Advanced Learning and Science

Sent: 10 August 2015 17:17

To: (redacted) (redacted) ; Cross M (Michael); (redacted) ; (redacted) ; (redacted)

Cc: Director of Advanced Learning and Science

Subject: FW: GCC BOM

All – to see

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]

Sent: 10 August 2015 15:59

To: (redacted)

Cc: (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Director of Advanced Learning and Science

Subject: GCC BOM

Dear Chair

As you and my fellow board members are aware I was unable to attend the two board meeting in July due to (redacted). I would also like it to be noted that before these two board meetings I have never missed a board meeting in my tenure as (redacted). This said I did call (redacted) at Brodies for the detail of the meeting on the 30th July.

(redacted) made me aware of the changes to the minutes, or rather lack of in my case, and as I was not present at the meeting my minutes were not discussed and that I would need to note my decent at the next board meeting. I would like to make clear at this point that although this may be the way these things work it does confuse me on two points these being:

1. I fully laid out my proposed changes in my email of 6th July and as most of the board have been present at the said meetings I cannot understand why then the proposed changes could not have been discussed in my absence.
2. I recall at the board meeting of the 26th March in regard to the catering services that board members were allowed to vote even although they were absent for the discussion surrounding this matter and there for absent from the meeting.

I feel at this point that I must make the chair and my fellow board members aware that this email is a formal note of my decent.

I was also copied into the mail that (redacted) sent around board members on Friday 7th August copying the reply to Aileen Mckechnie in response to her letter of the 30th July. On this matter I must also make my views perfectly clear to my chair and fellow board members.

Over the last few months I, as the elected representative of the student body at Glasgow Clyde College and there for the elected representative of the student body on the GCC BOM, have in my view only challenged and questioned any actions and decisions taken by our board where I thought I should have in the best interest of the college, staff and student body. I would like it to be noted that at no point has anything I have done ever been personal although clearly there has been a personal agenda against me as is clearly evidenced.

I feel that in regard to the response to Aileen Mckechnie and the Scottish Government that our board should make every effort to provide the information requested whether it is privileged or not. As is stated legal privilege is at the discretion of the client who asked for this and in thinking that client is our board then we as a body should waive this confidentiality and provide our government with any documentation requested at the earliest convenience. On to the matter of the internal audit now and I am sure you will agree that if BDO feel this cannot be shared for any reason we should adhere to this with the one exception, the government, I'm sure if requested our government or their representatives would agree not to share this publicly. I think that by not sharing any information with our government, the people who fund us, then we can only expect to be scrutinised further and I feel this information should be shared in the first instance.

To finish up I would like it put on record that as (redacted) I have done only what I was elected to do, represent and challenge, to the best of my ability and nothing has ever been personal.

I have copied in the regional chair and the director of learning at the Scottish government as I feel it is important that I openly put my thoughts on record.

Kind Regards

(redacted)

(redacted)

Glasgow Clyde College

Tel.: (redacted)

E-Mail: [\(redacted\)](#)

Email 11

From: Director of Advanced Learning and Science

Sent: 02 September 2015 09:02

To: Cross M (Michael); (redacted) ; (redacted) ; (redacted)
Cc: (redacted) ; Director of Advanced Learning and Science; DG Learning & Justice
Subject: OFFICIAL SENSITIVE - READ OUT OF GCC/GCRB EMERGENCY MEETING

Colleagues

The two boards met last night at the request of the Chair.

Attendees were:

GCC – (redacted); (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted)

GCRB – (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) ;
(redacted) ; (redacted)

1. There was no agenda and no papers for the meeting; it was agreed that it should be an informal meeting with no decisions to be taken. That said, there was one formal notification of concern from a GCRB board member about the fact of such an informal meeting.
2. (redacted) , Chair of the GCC Audit Committee led the GCC delegation; he read from a script and outlined the journey thus far from the Board's perspective (acting in the best interests of the college; acting under legal advice at all stages; had taken action against the principal based on sound decision-making; the expenditure on legal and audit fees was entirely reasonable; the suspension of the principal was on hold and next steps 'in the hands of the principal').
3. (redacted) asked what the expectations of GCRB were. This was described (by (redacted)) as assistance in bringing matters in relation to SFC and SG intervention to a conclusion. The Board felt they were under threat of removal and there was no timetable to bring this to a conclusion. (redacted) indicated that there was a need to allow the disciplinary proceedings to conclude in a fair and transparent manner. When pressed by (redacted) to identify what was currently preventing this, (redacted) indicated that there was no current interference. The mood from the GCRB members was supportive. (redacted) indicated that she'd engage with the SG/SFC in terms of consideration of what support, if any, the GCRB might offer.

4. (redacted) complained about the requirement to seek SFC approval for future expenditure (as per the terms of the Financial Memorandum). He did indicate that the SFC had recently given approval for spend of (redacted).
5. It was noted that the (redacted) remained in progress, and that the next stage of the process was due to take place on 7 September.

We should include some of this in the briefing for Ms Constance's meeting with (redacted) , due to take place tomorrow afternoon.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 12

From: Director of Advanced Learning and Science

Sent: 28 August 2015 18:30

To: Cross M (Michael); (redacted) ; (redacted) (redacted)

Cc: Director of Advanced Learning and Science

Subject: FW: Fwd: Re-sending email: Meeting at 5pm on Tuesday 1 September 2015

Folks – were we aware of this?

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: McKechnie A (Aileen)
Sent: 28 August 2015 18:28
To: Director of Advanced Learning and Science
Subject: Fw: Fwd: Re-sending email: Meeting at 5pm on Tuesday 1 September 2015

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

From: (redacted) [[\(mailto:\(redacted\)\)](mailto:(redacted))]
Sent: Friday, August 28, 2015 06:21 PM
To: McKechnie A (Aileen)
Subject: Fwd: Re-sending email: Meeting at 5pm on Tuesday 1 September 2015

----- Forwarded message -----

From: "(redacted)" <[\(redacted\)](mailto:(redacted))>
Date: 28 Aug 2015 18:14
Subject: Fwd: Re-sending email: Meeting at 5pm on Tuesday 1 September 2015
To: "(redacted)" <[\(redacted\)](mailto:(redacted))>
Cc:

Sent from Samsung Mobile

----- Original message -----

From: (redacted) <(redacted)>

Date: 28/08/2015 15:27 (GMT+00:00)

To: "(redacted) <(redacted)> ((redacted))" <(redacted)>, (redacted)>, <(redacted)>, (redacted)
(redacted) (redacted)

Cc: (redacted) "(redacted) ,(redacted) ,(redacted) <(redacted)>, (redacted) <(redacted) (redacted)>
,(redacted) (redacted) (redacted) (redacted) (redacted) (redacted) (redacted) (redacted) (redacted)
(redacted) (redacted) (redacted) (redacted) (redacted) (redacted) (redacted)

Subject: Re-sending email: Meeting at 5pm on Tuesday 1 September 2015

Dear All

Apologies - re-sending email below with correction.

Kind Regards

(redacted)

(redacted)

Executive Assistant

Glasgow Colleges' Regional Board

telephone: (redacted)

email: (redacted)

address: Glasgow Colleges' Regional Board | City of Glasgow College | 60 North Hanover Street |
Glasgow | G1 2BP

Email sent on behalf of (redacted) – Interim Chief Officer, GCRB

Dear Board Members of GCRB,

As you are aware, we have been trying to find a slot next week for members of the Board of Management of Glasgow Clyde College to meet the Board of GCRB. The purpose was for the Board of GCRB to be briefed on matters which the Glasgow Clyde board wishes to bring to GCRB's attention.

Probably as expected, it has proved very difficult to find a suitable time. The best slot is 5pm on Tuesday (1 September). Unfortunately, though, only five ordinary members are available at that time. Although, strictly speaking, that would be OK, because it might not feel like a proper meeting with the Board I discussed with (redacted) whether we should look for another date (at some point over the next few weeks), when more members would hopefully be available (and which would also have the advantage of allowing enough time to prepare background paperwork). Alternatively, we discussed the option of continuing with a meeting next week, but on an 'informal' basis. After consulting with his colleagues (redacted) has advised me that the preference is to go with the 'informal' option and see where that takes us. I have, of course, also discussed this with (redacted) , and she has confirmed that she is content with this approach.

The arrangements are therefore as follows:

Time and date

5pm on Tuesday 1 September

Location

Seminar Room C on the First Floor of the City of Glasgow College building on North Hanover Street. (We have assumed that a city centre location will be best for the majority of participants in the meeting).

Attendees

(redacted), board member of GCRB and Chair of the Board of Management of City of Glasgow College

(redacted), Chair of the Board of Management of Glasgow Clyde College and member of the Board of GCRB

(redacted), Interim Chief Officer of GCRB

(redacted), Vice-Chair of Board of Management of Glasgow Clyde College

(redacted), Depute Principal, Glasgow Clyde College

(redacted), board member of GCRB and Chair of the Board of Management of Glasgow Kelvin College

(redacted), support staff board member of GCRB

(redacted), Chair of the Finance Committee of Glasgow Clyde College

(redacted), Interim Chair, GCRB

(redacted), Chair of the Audit Committee of Glasgow Clyde College

(redacted), Principal and Chief Executive of City of Glasgow College

(redacted), Executive Assistant of GCRB

(redacted), teaching staff board member of GCRB

(redacted), Chair of the Learning & Teaching Committee of Glasgow Clyde College

(redacted), member of the Board of Management of Glasgow Clyde College

(redacted), Principal of Glasgow Kelvin College

(redacted), board member of GCRB

Since this is an informal meeting, there is no agenda and no supporting papers (apart from this message).

I look forward to seeing you on Tuesday at 5pm.

Kind regards

(redacted)

Interim Chief Officer, Glasgow Colleges' Regional Board

t: (redacted) | m: (redacted) | e: (redacted)

Email 13

From: (redacted) [mailto:(redacted)]

Sent: 16 July 2015 12:39

To: Cross M (Michael)

Subject: FW: Confidential - GCRB

For info

Sent from my Sony Xperia Z1 Compact on O2

---- Original Message ----

Subject: FW: Confidential - GCRB

Sent: 16 Jul 2015 10:42

From: (redacted) <(redacted)>

To: (redacted)

Cc:

Dear (redacted)

Thank you for the copy of your letter of 14 July addressed to Ms Aileen McKechnie.

I appreciate that there were time constraints on pulling the letter together, but, regrettably, I do not consider it to reflect the Board's main concerns clearly or strongly enough, and I have a responsibility to bring this to you. As you rightly stated, we are all fully committed to playing a positive and leading role in improving college governance, at both sector and Glasgow level. I do, however, feel that the detailed and strong criticisms expressed on Monday in relation to the review itself (timing, remit, and its methodology), and both the DLA and SFC reports have not been put to the Scottish Government.

We discussed many things on Monday, although by no means every detail that could have been discussed – these will have to be addressed at further GCRB Committee and Board meetings. I obviously did not expect that all points would be specifically, or in much detail, put to the Scottish Government, but I did hold that expectation in relation to the main concerns. Based on my recollection and notes, these were the most relevant views/conclusions of the majority of the Members:

- the SFC findings, and by extension its recommendations, are not based on any acceptable standard of evidence – this is a far more fundamental flaw than your letter suggests
- there is a disconnect between the DLA report and the SFC report, and the latter lacks balance/is biased against Glasgow Clyde College
- accordingly, we also clearly expressed a majority view to reject/not support in particular the recommendation to remove the Chair of Glasgow Clyde, and that we believe the Clyde Board and Chair to have acted in good faith
- the GCRB should robustly defend itself against the direct criticisms made of it. Again, there is a severe lack of evidence (and proper analysis), particularly on the matter of “undue influence”. We were not offered an opportunity to make representations either during the review, or on any draft SFC report before it was submitted to the Scottish Government – this also goes to the issue of proper remit and methodology of the review. The GCRB should have been given reasonable time to look into the allegations appropriately and respond in full.

I'm happy to chat this through.

Kind regards, (redacted)

Email 14

From: Director of Advanced Learning and Science

Sent: 23 June 2015 14:50

To: (redacted) ; (redacted)

Cc: Director of Advanced Learning and Science; Cross M (Michael); (redacted) (redacted)

Subject: FW: Letter from Chair of Glasgow Clyde College

(redacted) - I'd be grateful if you'd acknowledge receipt of this letter as of today's date.

(redacted)

Many thanks,

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264

From: (redacted)

Sent: 23 June 2015 09:02

To: Director of Advanced Learning and Science

Subject: Letter from Chair of Glasgow Clyde College

Sent on behalf of (redacted), Chair of Board of Management, Glasgow Clyde College

Good Morning Ms Kechnie

Please find attached a letter from the Chair of Glasgow Clyde College in response to your letter of 4 June 2015.

A hard copy of the letter has also been posted to you.

(redacted)

(redacted)

Executive PA

Phone: (redacted)

E-mail: (redacted)

Web: [Glasgow Clyde College](#)



Email 15

From: Director of Advanced Learning and Science
Sent: 29 June 2015 12:21
To: (redacted) (redacted) ; (redacted)
Cc: Cross M (Michael); Director of Advanced Learning and Science
Subject: FW: TESS article
Importance: High

To see

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]
Sent: 29 June 2015 12:14
To: (redacted)
Cc: Laurence Howells; (redacted) ; Director of Advanced Learning and Science
Subject: TESS article
Importance: High

Dear Chair

I am writing to you to express to you serious concerns that I have from the allegations you made at the Board of Management meeting on 25th June regarding the article that appeared in the TESS magazine dated Friday 12th June.

I really feel strongly that I need answers from you in regard to some of the allegations you made as these allegations are untrue and call my integrity into considerable question and, given that earlier this year you circulated a letter to our board based solely on hearsay, to which incidentally I answered all 19 hearsay allegations fully, I think that you have now crossed the line from professional to personal and at this meeting you for whatever reason, knowingly made untrue allegations in order to discredit me. The most worrying thing is that in misleading our board the decisions that are then made by our board are based on allegations instead of facts. This is simply unacceptable.

I will give an overview of the happenings last Thursday as witnessed by the board.

When the content of the TESS article was raised by another board member their initial question was, " who gave this story to TESS?" , at which point you intervened and said very clearly "(redacted)". I stated at this point that it was not me who had given the story to TESS at which point you stated that "It was" and I was "quoted in it". I then had to go on and explain to the board that the first I had heard of the TESS article was when I received a phone call from TESS asking me for a statement regarding no exec team member or student putting themselves forward for election, as they were running an article, to which I said "no comment". I then explained to the board that I was in a meeting with (redacted) at the time of the call and when I came off the phone I explained to (redacted) the content of the call I had just received and that maybe he should speak to your-self or

(redacted) and advise that you also make no comment . If no one comments they may not run it was my opinion. At this point (redacted) left the room and when he came back I was already on a call to TESS who had called me back to state that there had been a comment made to them by a spokesman for (redacted), to which (redacted) confirmed there had been, so I then decided to say I was "disappointed". (redacted) confirmed my story at the board meeting also.

This leads me on to the second allegation that you made this being that you were not "quoted" in the article. Your spokesman was speaking on your behalf . it says clearly ‘ a spokesman FOR (redacted) ‘ and so this is you speaking through another person. On four occasions I said that and you just plain dismissed this as untrue . As I had to repeatedly state on the night, your view was known.

Here is the exact text from the article. "A spokesman for (redacted)said: The college board of management approved the student associations' proposals for new sabbatical posts some weeks ago. It is the responsibility of the students association to seek nominations from students for the election to the sabbatical posts for 2015-2016." This quote is made on your behalf and as you had stated at the first instance you had seen the article in question, I am more than a little confused as to why you openly misled our board as your spokesman has clearly commented on your behalf. Further, I wish to add that your quote is actually factually wrong as it is NOT the responsibility of the SA to seek nominations for election. I have stated at more than one board meeting it is NOT the SA or SA office bearers who seek nominations as this would be against all good practice and legalities for we could be seen to be favouring one candidate. It is absolutely the responsibility of the college to run and seek nominations. It is frightening that after months of legal debate regarding governance that our Chair does not yet seem aware of the procedures of our college or Student Association.

Now onto the third allegation. It was then asked by another board member, who had clearly been listening to only you in our exchanges and taking your comments as "the truth", "what do we do now about this article?" and you stated and I quote " that the TESS were retracting the

article and apologising" you were then asked why and you stated because the article was "untrue" , I then stated that I did not think your last comment was true, You then ended the conversation on the article and moved on to the next agenda item. I have since made clarifying phone calls and I am assured that TESS will neither be apologising nor retracting the article. In fact there has not even been a complaint made to them about the article.

The above is a brief yet detailed summarising of the events at the board meeting of 25th June surrounding this issue. I now request that the following questions to be answered promptly by you:

1. You stated that I had given the content of the article to TESS, where did you get this information from and why did you make this comment?
2. You said you had made no comment and were not quoted in the TESS article, why did you tell our board this when clearly your spokesman means that you are?
3. You stated that TESS were retracting and apologising as the content of the article were, and I quote you, "untrue". Two questions on this, where did you get your information that TESS were retracting and apologising? And where did you get the information that it was because its content were "untrue"? When clearly the content is true as no one has nominated for the sabbatical positions and given the fact TESS have not even received an official complaint!

I must at this point make it clear to you that I will be expecting a prompt reply from you regarding this matter.

I have afforded you the dignity that you did not afford me when you sent a letter based solely on hearsay to me and all my fellow board members or making these untrue allegations in front of my fellow board members, of not copying in all board members to this correspondence. I have copied in Aileen McKechnie, (redacted) and Laurence Howells for the reason that I feel given the fact that a chair has deliberately misled a board in order to

undermine another board member is of the utmost seriousness and given the issues and correspondence you have received from the mentioned parties in regard to your relationship and treatment of the student board members in recent months. I have also attached a copy of the letter you sent me and my reply.

As outlined above, your comments and allegations are riddled with factual inaccuracies, and your behaviour display absolutely none of the self-control, gravitas and stature that I, and many others, would expect in a Chair of a college.

I now expect you to promptly issue an apology to me, fully retracting allegations, making it clear that behaviour like this from a Chair to any Board member, least of all the student board members, is unacceptable and that you have allowed yourself to drop beneath the standards that we should all expect for our College and our Board. That apology should also be shared with all our board members.

(redacted)

(redacted)

(redacted)

Phone: (redacted)

E-mail: [\(redacted\)](#)

Web: [Glasgow Clyde College](#)



Email 16

From: Director of Advanced Learning and Science

Sent: 01 July 2015 09:15

To: (redacted) ; (redacted) (redacted)

Subject: FW: Letter from Aileen McKechnie

All – to see

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: Director of Advanced Learning and Science

Sent: 30 June 2015 17:32

To: (redacted) ; (redacted)

Cc: (redacted) ; '(redacted)'; '(redacted)'; '(redacted)'; (redacted) ; (redacted) ; '(redacted)'; (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) ((redacted))

Subject: Letter from Aileen McKechnie

Dear (redacted)

Please find attached letter from Aileen McKechnie

Kind regards

(redacted)

PA to Aileen McKechnie

Director of Advanced Learning and Science

Scottish Government

DG-Learning & Justice

6th Floor, 5 Atlantic Quay

150 Broomielaw

Glasgow G2 8LU

Tel: (redacted)

Email: (redacted)

directorofadvancedlearningandscience@scotland.qsi.gov.uk

Email 17

From: Director of Advanced Learning and Science

Sent: 02 July 2015 12:04

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted); (redacted)

Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

(redacted)

A very brief read-out of my meeting with (redacted), the Chair of GCC, this morning (a fuller note will follow). The meeting lasted 1 hour and 45 minutes.

(redacted)

I should be happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264

From: Director of Advanced Learning and Science

Sent: 01 July 2015 17:55

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted); (redacted)

Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

Importance: High

(redacted)

Please find attached further, and immediate, advice for Ms Constance.

Many thanks

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning
Sent: 01 July 2015 17:22
To: Director of Advanced Learning and Science; Cabinet Secretary for Education and Lifelong Learning
Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted); (redacted)
Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

Hi Aileen

I just wanted to check whether the advice will be coming up this afternoon or tomorrow?

Many thanks

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the primary recipient. Private Offices do not keep official records of such e-mails or attachments.

From: Director of Advanced Learning and Science
Sent: 01 July 2015 09:18
To: Cabinet Secretary for Education and Lifelong Learning
Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted); (redacted)
Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

(redacted)

Many thanks for this swift response. We are now in receipt of the SFC report and recommendations. We hope to put further and detailed advice to Ms Constance in the course of today to allow for her consideration of next steps. I'll set in train the first stage, which is for me to contact the Chair and set up a meeting to discuss the report and findings, in private in the first instance.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning
Sent: 01 July 2015 09:14
To: Director of Advanced Learning and Science
Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted); (redacted) ;

Cabinet Secretary for Education and Lifelong Learning

Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

Good morning Aileen

Thank you for providing this advice which Ms Constance has noted and agrees you should write to the chair following receipt of SFC report.

(redacted)

Ms Constance box will be leaving at 1545, so if it is possible to have this by 1530 that would be ideal.

Kindest regards

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the primary recipient. Private Offices do not keep official records of such e-mails or attachments.

From: Director of Advanced Learning and Science

Sent: 30 June 2015 17:44

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted)

(redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted); (redacted)

Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

(redacted)

We have yet to receive the report from the SFC. We need that to kickstart the next stages. We will treat this as a priority and provide advice as soon as possible.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: Cabinet Secretary for Education and Lifelong Learning

Sent: 30 June 2015 17:42

To: Director of Advanced Learning and Science

Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted)); (redacted)

Subject: Re: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

Thanks Aileen. Cab Sec is keen to know when to expect the handling plan?

Thanks

(redacted)

(redacted)

Deputy Private Secretary

Cabinet Secretary for Education and Lifelong Learning

From: Director of Advanced Learning and Science
Sent: Tuesday, June 30, 2015 05:29 PM
To: Cabinet Secretary for Education and Lifelong Learning
Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted)); (redacted)
Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

Thanks (redacted)
We'll reflect this in our handling plan in the advice to follow in the course of this week.
Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU
aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning
Sent: 30 June 2015 16:47
To: Director of Advanced Learning and Science; Cabinet Secretary for Education and Lifelong Learning
Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted)); (redacted)
Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE
Thanks Aileen.

(redacted)

Kindest regards

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning

Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the primary recipient. Private Offices do not keep official records of such e-mails or attachments.

From: Director of Advanced Learning and Science
Sent: 30 June 2015 16:17
To: Cabinet Secretary for Education and Lifelong Learning
Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted)); (redacted)
Subject: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE
Importance: High

(redacted)

Please find attached immediate advice for Ms Constance in relation to next steps at Clyde College. An early response would be appreciated given the urgency of this matter.

Many thanks

Aileen

<< File: Colleges - Glasgow Clyde College - Advice to Cabinet Secretary - 30 June 2015.docx >>

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264

[<< OLE Object: Picture \(Device Independent Bitmap\) >>](#) [<< OLE Object: Picture \(Device Independent Bitmap\) >>](#)

Email 18

From: Director of Advanced Learning and Science

Sent: 01 July 2015 22:58

To: (redacted) (redacted) ; (redacted) ; (redacted) ; (redacted))

Cc: (redacted) ; (redacted)

Subject: OFFICIAL SENSITIVE - Note of telephone calls & emailing with (redacted) 010715.docx

Colleagues

I thought it would be useful to write up my notes of various engagements with the Chair of GCC today for the record – duly attached.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



Email 19

From: Director of Advanced Learning and Science

Sent: 12 May 2015 08:15

To: (redacted)(redacted)

Subject: Letter from Aileen McKechnie

Dear (redacted)

Please see attached letter from Aileen McKechnie.

Kind regards

(redacted)

(redacted)

PA to Aileen McKechnie

Director of Advanced Learning and Science

Scottish Government

DG-Learning & Justice

6th Floor, 5 Atlantic Quay

150 Broomielaw

Glasgow G2 8LU

Tel: (redacted)

Email: (redacted)

directorofadvancedlearningandscience@scotland.qsi.gov.uk

Email 20

From: (redacted) [mailto:(redacted)]

Sent: 26 May 2015 14:13

To: McKechnie A (Aileen); Cross M (Michael); (redacted)

Cc: (redacted) ; (redacted); (redacted)

Subject: FW: Glasgow Clyde College Students Association

Hello all

Sending Laurence's message below in two parts re attachments, hoping that both parts will come through. Let me know if not. Here is Part I

Regards

(redacted)

(redacted) | Scottish Funding Council

T (redacted) | F (redacted) | E (redacted)

PA to Chief Executive | Neach-cuideachaidh pearsanta don

Àrd-Oifigear

Visit our website at www.sfc.ac.uk where you can get the latest

SFC news, circulars, consultations, deadlines etc.

You can also follow us on Twitter and from our RSS newsfeed.

Register on our website to select the web content that is of interest

to you and choose the information emails you want to receive from us.

From: Laurence Howells

Sent: 26 May 2015 13:50

To: 'Aileen McKechnie (aileen.mckechnie@scotland.gsi.gov.uk)'; Michael.Cross@scotland.gsi.gov.uk;
(redacted)

Subject: Glasgow Clyde College Students Association

Dear Aileen, Michael and (redacted)

We have discussed the very worrying situation in relation to the Students Association at Clyde College. I attach the timetable of events as we are aware of them and the associated supporting file of documents.

As we have discussed I believe there are further events currently in train at the college in relation to the Students Association and we will keep you informed of them as they arise.

It would be very useful to discuss how we respond to this increasingly untenable situation.

Laurence

Email 21

From: (redacted) [mailto:(redacted)]
Sent: 26 May 2015 15:17
To: (redacted) ; (redacted)); (redacted)
Subject: Evidence File Part 1

Hello all

Sending the evidence file in two parts, here is Part 1.

Thanks

(redacted)

(redacted) | Scottish Funding Council

T (redacted) | F (redacted) | E [\(redacted\)](#)

PA to Chief Executive | Neach-cuideachaidh pearsanta don

Àrd-Oifigear

From: (redacted) [mailto:(redacted)]
Sent: 26 May 2015 15:18
To: (redacted) ; (redacted); (redacted)
Subject: Evidence File Part 2

Hello all

And here is Part 2.

Thanks

(redacted)

(redacted) | Scottish Funding Council

T (redacted) | F (redacted) | E (redacted)

PA to Chief Executive | Neach-cuideachaidh pearsanta don

Àrd-Oifigear

Email 22

From: Director of Advanced Learning and Science

Sent: 22 May 2015 14:10

To: (redacted)

Cc: (redacted) ; Cross M (Michael); Director of Advanced Learning and Science; (redacted)

Subject: RE: Situation at Glasgow Clyde College

Dear (redacted)

Many thanks for your note. I'm genuinely sorry that this has been such a difficult period for you and (redacted) and we are working hard to consider how best we might support the situation.

We'll discuss this further with the Cabinet Secretary and come back to you in early course. In the meantime, are you content that we cite this situation in terms of any dialogue (written or verbal) that we might have with the College?

All best wishes,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]

Sent: 22 May 2015 11:20

To: Cabinet Secretary for Education and Lifelong Learning

Cc: Director of Advanced Learning and Science; (redacted)

Subject: Situation at Glasgow Clyde College

Importance: High

Dear Cabinet Secretary

Thank you for taking the time to meet with (redacted) and me yesterday, and in particular for reading over the concerns of our student executive team, class reps and also listening to our story on the catalogue of events happening at Glasgow Clyde College. (redacted) passes back her sincere thanks for your kind and helpful words also.

The student executive's collective account of the personal attacks faced by (redacted) and me, the consistent failures in governance, and the complete lack of openness and transparency of the board only highlighted further the situation that we find ourselves in at Glasgow Clyde College Students' Association. During the past few months, my executive team have been with me and (redacted) every step of the way but I had hoped, perhaps naively, that I had shielded my team somewhat from the culture of fear and intimidation at the College. However it is now clear that the college's failings, which have been quite rightly highlighted by the press and sector bodies, has left our student representatives feeling that they felt unable to participate in the future of Glasgow Clyde College Students' Association under the current College regime run by (redacted).

I have further disappointing news. Despite the best efforts, the climate of fear at Glasgow Clyde has meant that our election nomination period opened and closed with no students' nominating themselves to stand for election, as I stated to you in our meeting I think it would be best for the SA that all the students who want to run for election do so, but Our student executive made their reasons for not standing very clear to you in their letter and further to myself yesterday when I told them I was extending the nomination until next Tuesday 26th May. In their own words, these individuals should be excited about leading one of the best college students' associations in Scotland, they have been actively involved in student engagement all year, and have a clear vision about the difference that they can make for our students. They are refusing to stand for election, again in their own words, because they are 'nervous and worried about the risks, upset, and degrading behaviour' that they have seen (redacted) and me endure this year, led by the Chair of the Board (redacted).

The students' association called out this behaviour in the only way we could, by passing a vote of no confidence in the chair, backed by a petition signed by over 1800 students, and asking for his resignation. Since then, there have been no apologies, just more intimidation, and sweeping of issues under a giant rug. As a students' association we have tried time, and time again, to highlight failures of governance and transparency by the College Board. Each time our voice has been silenced. And yet again at the emergency board meeting on Tuesday 19th May, to which Aileen McKechnie, Alice Brown and (redacted) were present for the first section of the meeting, I have written to Aileen with my concerns and view of the rest of that meeting and will forward that mail to you also.

I certainly don't blame anyone in the student executive or student body as a whole for not wanting to stand for election. I have felt this culture of fear and intimidation full on, as you know most of the time it's been aimed at me. I have considered resigning almost daily, but knew my students needed a strong student voice standing up for them. The students of Glasgow Clyde need that more than ever now, and that is why I am writing to you directly to ask that you intervene.

The support that the Scottish Government, and the SFC have given to the establishment of strong students' associations over the past few years has been ground breaking and frankly breath taking in the financial climate that the Scottish Government have been working within recent years, and we at Glasgow Clyde College Students' Association have been proud to be part of it. Your personal commitment to putting students at the centre of colleges cannot be doubted, and I note that within the next few weeks, the sector will launch the Framework for the Development of Strong Students' Associations. All these positives are being called into question by the ongoing events at Glasgow Clyde. As a sector we cannot tolerate a situation where student representatives and the student body feel confident enough to call out bullying and intimidation, but nothing is

done. Engaged and passionate students say that they are frightened of being bullied and intimidated if they stand for election, yet no action is taken.

The student executive team and class reps have made it clear that they will neither nominate themselves for election, nor in good faith recommend to other students that they should stand, while (redacted) remains as Chair of the Board. Time is fast running out to even hold elections at Glasgow Clyde. I anticipate that without swift action from the Scottish Government, there will be no students' association ready for students starting in August 2015. This deeply saddens me, as I wanted to leave not only one of the best SA's in Scotland but also a legacy of engagement and activism, and students making change for other students. Instead, because of the actions of the College Board, and in particular (redacted), I may not pass that mantle on to anyone at all. It is frankly heart breaking. I cannot put into words enough my feelings of hurt and sadness at the situation as it stands. It really does break my heart to have to write a letter of this magnitude to someone who clearly has students and student representation at heart as I know this letter will sadden you also.

I would like to thank you again for your time reading my concerns, and your ongoing support over the past months, it really is appreciated by all students here at Clyde and I remain hopeful that with prompt intervention, we can move forward positively and get the College Board back on track to the issues that matter- improving the lives of our students and future students.

Kind regards

(redacted)

(redacted)
(redacted)

Glasgow Clyde College
Tel.: (redacted)
E-Mail: [\(redacted\)](mailto:(redacted))

Email 23

From: (redacted) [mailto:(redacted)]
Sent: 22 June 2015 15:43
To: McKechnie A (Aileen)
Cc: (redacted)
Subject:

Good Afternoon.

Please find the attached for your information.

Regards

(redacted)

(redacted)

Glasgow Clyde College

Tel.:

E-Mail: [\(redacted\)](#)

Email 24

From: Director of Advanced Learning and Science

Sent: 23 June 2015 14:51

To: (redacted)

Cc: (redacted)

Subject: RE: correspondence

(redacted)

Thank you for taking the time to write again on this matter. I'm grateful for the further detail you provide. We too will want to reflect on the response from the Chair before we take any further action. We'll keep you in touch with progress.

All best,

Aileen

**Aileen McKechnie | Director of Advanced Learning & Science | Scottish
Government**

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]
Sent: 23 June 2015 10:27
To: Director of Advanced Learning and Science
Cc: (redacted)
Subject: correspondence
Importance: High

Aileen

Sorry to bother you again but I have just five minutes ago been sent a copy of the letter you sent to our chair on the 4th June and the reply from the chair on the 22nd June.

This correspondence from the chair on the 22nd June makes me uneasy and after just this minute speaking to (redacted) about the content I feel I must contact you to highlight the parts where I feel this letter is not a true reflection of the happening on the night.

In relation to the part where a question was raised by a Glasgow MSP is mentioned by (redacted) and where it is stated "it is extremely concerning if a board member who has concerns is not raising this with the board, and indeed it was not raised at the board meeting, but is then raising it externally with third parties".

In regard to the above statement this is actually factually untrue as both myself and (redacted) on the night were very vocal about this, Hence the reason that two board members abstained, in fact I have an email trail from the following days of that meeting with the lawyer that was present on the night highlighting my issues again and asking for information regarding the decision making process on the night. Also

when I finally received some correspondence back from the lawyer I noted the date on the advice given by the lawyer was 14th May and asked in return whether she had sent this to our chair on 14th May and I am still awaiting a reply. Also I may add that the board secretary as I have previously indicated vacated the room after you left and there was indeed no minute taker present and it was then agreed that the lawyer would pass minutes back which I asked her for and was refused..

With regard as to who contacted the MSP I can categorically state that I did not contact him.

With regard to the student association correspondence or more to the point the correspondence of the association exec team the reason this letter was not sent to the chair was simply one of the exec team not recognising the chair and actually feeling that the board no longer listen to or take on board the concerns of the student association which I feel is self-evident from the happening of the last few months. Also another reason the exec team felt it was best not to send this to the chair is one of personal attack as they know that as president i will now be targeted by (redacted) again in a way that is simply unacceptable as has already started with calls being made by his PR person (redacted)making simply untrue allegations.

I am willing to let this pass for the good of the association and the reputation of our college as to be honest I cannot take much more of these lies and allegations that this chair is simply making and that (redacted)and the email correspondence I referred to will validate and confirm.

Thanks

(redacted)

(redacted)

(redacted)

Phone: (redacted)

E-mail: (redacted)

Web: [Glasgow Clyde College](#)



Email 25

From: Director of Advanced Learning and Science
Sent: 23 June 2015 14:53
To: (redacted)
Cc: (redacted) ; (redacted) ; Director of Advanced Learning and Science
Subject: RE: Board Minutes

Dear (redacted)

Many thanks for your note. We will want to reflect further on the response from the Chair before we take any action. I'm grateful for the additional information you provide below. We'll keep you and (redacted) in touch with developments.

All best,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]
Sent: 23 June 2015 10:56
To: McKechnie A (Aileen)
Cc: (redacted) ; (redacted)
Subject: FW: Board Minutes

Aileen

I reiterate what (redacted) has said and if you check the emails that I have sent to you, I have pointed out that the Board Secretary, (redacted) (redacted) took her leave during the conversation with Thornton's lawyer, (redacted) and she was still there when I left. Below is an email I sent yesterday querying why no minutes of this discussion are available.

Regards

(redacted)
(redacted)

Glasgow Clyde College
Tel.:
E-Mail: [\(redacted\)](mailto:(redacted))

Sent via Microsoft Outlook Web Application (OWA)

From: (redacted)
Sent: 22 June 2015 15:48
To: (redacted)
Cc: (redacted)
Subject: Board Minutes

Good afternoon (redacted)

Having gone through the minutes of the Board meeting dated 19 May 2015, I have noted that the minutes from the Board discussion that took place with the (redacted) from Thornton's law firm are missing. Also as previously requested a copy

of the amended minutes from the meeting held on 23 February are also not included?

This may well be an oversight and if so, I would be grateful for a copy before the Board meeting on 25 June 2015.

Regards

(redacted)

(redacted)

Glasgow Clyde College

Tel.:

E-Mail: [\(redacted\)](#)

Email 26

From: (redacted) [mailto:(redacted)]

Sent: 30 June 2015 11:25

To: (redacted)

Cc: (redacted) ; Director of Advanced Learning and Science

Subject: Letter

Importance: High

Dear Chair

Following on from the conversation at the board meeting of 25th June. Regarding the letter that you received and replied to from Aileen you had stated that you could not comment on the letter sent by the GCCSA exec team to the cabinet secretary as you had not viewed it. I have taken it upon myself in the best interests of all concerned to contact the exec team to ask if it was ok for me to forward this to you and I have now agreed with the team that I can forward the letter to you. Only three members of the team are happy for their names to be viewed so I have blacked out the others.

I hope this helps you in responding to Aileen.

I must make it very clear at this point that this letter is from the GCCSA exec team and not myself or (redacted). And I must also ask that there will be no recriminations made to the exec team, as I am very sure there will not be hence the reason they have agreed to me sending the letter on, as they are only exercising their democratic

will. It must be remembered that these students give of their time with the association on a voluntary basis and they all give a minimum of 10 hours per week to our students and college and if it was not for these guys the GCCSA would not be in any position to even function properly.

(redacted)

(redacted)

(redacted)

Phone: (redacted)

E-mail: (redacted)

Web: [Glasgow Clyde College](#)



Email 27

From: Director of Advanced Learning and Science

Sent: 30 June 2015 16:17

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted)); (redacted)

Subject: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

Importance: High

(redacted)

Please find attached immediate advice for Ms Constance in relation to next steps at Clyde College. An early response would be appreciated given the urgency of this matter.

Many thanks

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



Email 28

From: (redacted) **On Behalf Of** First Minister

Sent: 27 July 2015 13:52

To: Cross M (Michael); First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Michael

Thank you for the update. FM has asked to see the advice on next steps. We plan to get a box together for FM's return from China on Friday – is it possible to get something for then?

(redacted)/ (redacted)– Please note FM has indicated she would also like to discuss with Angela Constance before any action is taken.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: (redacted)3 | M: (redacted)



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FirstMinister.gov.scot
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From: Cross M (Michael)

Sent: 22 July 2015 16:08

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

We discussed the note a little earlier. Here it is, together with three annexes: Annex A, forming two letters from the Glasgow Colleges Regional Board (below); and Annex B, the letter from Brodies that forms Glasgow Clyde College's response to the SFC report (attached above - with its own annexes), and which you confirmed the FM would like to see. Let me know if you have any difficulty opening the attachments.

Regards

Michael

Email 29

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 24 July 2015 16:44

To: (redacted) Cabinet Secretary for Education and Lifelong Learning; Cross M (Michael)

Cc: (redacted); Cross M (Michael); (redacted); (redacted); (redacted)

Subject: RE: Review of Glasgow Clyde College - Further Info Request by 5.30pm Today

Many thanks (redacted) for your help with this.

(redacted)

(redacted)

Private Secretary to the Cabinet Secretary for Education and Lifelong Learning

| Scottish Government |

Tel: (redacted)

Blackberry – (redacted)

From: (redacted)

Sent: 24 July 2015 16:36

To: Cabinet Secretary for Education and Lifelong Learning; Cross M (Michael)

Cc: (redacted) ; Cross M (Michael); (redacted); (redacted) ; (redacted)

Subject: RE: Review of Glasgow Clyde College - Further Info Request by 5.30pm Today

(redacted)

We discussed and I then spoke to (redacted) and (redacted).

The Clyde Board, in its response, raised a number of concerns about the legality and robustness of the SFC and DLA Piper reports (as did the GCRB). Given our own extensive evidence – that is, material that has been sent directly to us by the college, we have put both these reports to “one side” for now. We are currently reviewing our own evidence with a view to establishing whether there are grounds for action. We will give Cab Sec advice next week on what this is so far pointing towards. As things stand, we have identified some gaps and we shall have to go back to the college next week with a further formal request for information.

In view of the above, our advice is that Cab Sec does not consider further the SFC and DLA Piper reports and associated exchanges with the SFC.

In terms of your other points:

- there was no formal written reply to the Brodies letter of 29 April. Brodies had suggested a “meeting chaired by your office” to discuss a way forward. In response, and at the Chair’s invitation, Aileen McKechnie, Alice Brown and (redacted) attended the extraordinary meeting of the Clyde Board on 19 May to discuss their concerns with board members directly.
- on the issue of colleges’ constitutions, the college’s specific point is a bit of a red herring. The college contend that it is unrealistic to have expected them to have reviewed their constitution so soon after the code of governance was published in December. However, the provision that led to difficulty (students excluded from a meeting in February) should have been removed by the college in 2003. The college, along with all others were advised at the time, in 2003, that this should be removed in order to comply with ethical standards legislation.
- more generally, recognising there is room for improvement, we are working with the sector-led Good Governance Group on model governance documents about which we shall be writing to the sector soon.

Finally, we touched on the matter of the college’s legal costs and I agreed to provide an update in due course.

I hope this is helpful.

(redacted)

(redacted)

Head of College Policy | Colleges & Adult Learning: Funding & Policy Division | Employability, Skills and Lifelong Learning Directorate | **The Scottish Government** – 6th Floor, 5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

☎ (redacted) | (redacted)

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 24 July 2015 12:15

To: Cross M (Michael); (redacted)

Cc: (redacted) ; Cabinet Secretary for Education and Lifelong Learning

Subject: Review of Glasgow Clyde College - Further Info Request by 5.30pm Today

Importance: High

Hi Michael / (redacted)

Ms Constance has had an initial look at these papers and would appreciate some further information if possible:

- Copy of DLA Piper's report (16 June).
- A copy of Cab Sec's response to letter from Brodies sent on 29 April (if there was one ?).
- Brodies have been writing to SFC – copy of all that correspondence.

(redacted)

Please give me a call to discuss.

Ideally, if someone could send over the various attachments by 5.30pm today then that would ensure these papers will be with Cab Sec for consideration over the weekend.

Many thanks,

(redacted)

(redacted)

Private Secretary to the Cabinet Secretary for Education and Lifelong Learning

| Scottish Government |

Tel: (redacted)

Blackberry – (redacted)

From: Cross M (Michael)

Sent: 22 July 2015 16:50

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

You (and therefore colleagues) were having difficulties in opening the pdf documents embedded in my earlier mail. Here they are again. This seems to work.

Best

Michael

(redacted)

We discussed the note a little earlier. Here it is, together with three annexes: Annex A, forming two letters from the Glasgow Colleges Regional Board (below); and Annex B, the letter from Brodies that forms Glasgow Clyde College's response to the SFC report (attached above - with its own annexes), and which you confirmed the FM would like to see. Let me know if you have any difficulty opening the attachments.

Regards

Michael

Email 30

From: Director of Advanced Learning and Science

Sent: 31 July 2015 16:06

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; (redacted) ; Cross M (Michael); Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Please find attached further advice on the position at GCC.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



From: (redacted) **On Behalf Of** First Minister

Sent: 28 July 2015 10:13

To: Cross M (Michael); First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

That would be helpful, thanks Michael. If we could have something by 4pm on Friday that would be great.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | **T:** (redacted)3 | **M:** (redacted)



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From: Cross M (Michael)

Sent: 28 July 2015 09:28

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

We shall have further material for Ministers this week, though the advice in that may not be conclusive: our examination of the material we have suggests we'll need to return to the College for further information. In all this we recognise the need to move with pace, but to do so in a way that is absolutely consistent with the due process in which we're engaged. We will though have something for Friday - what is your deadline?

Michael

Email 31

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 15 May 2015 11:55

To: Cross M (Michael); (redacted)

Cc: Cabinet Secretary for Education and Lifelong Learning; (redacted) ; Communications Smarter; (redacted) ; (redacted) (redaction); DG Learning & Justice; Director of Advanced Learning and Science; (redacted)

Subject: FW: Class Rep Letter - 15 May 2015

Hi

Another letter for your attention.

Thanks

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

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From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]

Sent: 15 May 2015 11:50

To: Cabinet Secretary for Education and Lifelong Learning

Cc: Director of Advanced Learning and Science; Laurence Howells; (redacted)

Subject: FW: Class Rep Letter - 15 May 2015

Cabinet Secretary

I am sorry to send you another that I have been asked to deliver to you at our meeting of Wednesday 20th May.

This one is received on behalf of class reps and it is alarming that the feedback now coming from students that due to the unfortunate publicity surrounding events here at GCC that some of our students are now looking to gain places elsewhere.

Kind Regard

(redacted)

(redacted)

Phone: (redacted)

E-mail: [\(redacted\)](#)

Web: [Glasgow Clyde College](#)



From: (redacted)

Sent: 15 May 2015 09:40

To: (redacted)

Subject: Class Rep Letter - 15 May 2015

Hi (redacted)

Please find attached document, I am really sorry to have to send this.

(redaction)

*NC Medical Administration
Glasgow Clyde College
Langside Campus*

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 15 May 2015 11:54

To: Cross M (Michael); (redacted)

Cc: Cabinet Secretary for Education and Lifelong Learning; (redacted) ; Communications Smarter; (redacted) ; (redacted) (redaction); DG Learning & Justice; Director of Advanced Learning and Science; (redacted) ; Ministerial Correspondence Unit

Subject: FW: Student sabbatical elections

Importance: High

Hi Michael, (redacted)

Please find attached a letter just received from (redacted) on behalf of the GCCSA exec team.

Copying in the correspondence unit to add to MACCS.

Thanks

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the primary recipient. Private Offices do not keep official records of such e-mails or attachments.

From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]

Sent: 15 May 2015 11:46

To: Cabinet Secretary for Education and Lifelong Learning

Cc: Director of Advanced Learning and Science; Laurence Howells; (redacted)

Subject: FW: Student sabbatical elections

Importance: High

Cabinet Secretary

I have been asked, on behalf of the GCCSA exec team, to pass this correspondence on to you personally when we meet on Wednesday 20th May. I thought it would be best to give you site of this before we meet.

Kind Regards

(redacted)

(redacted)

Phone: (redacted)

E-mail: [\(redacted\)](#)

Web: [Glasgow Clyde College](#)

From: (redacted)

Sent: 15 May 2015 09:38

To: (redacted)

Cc: (redacted)

Subject: Student sabbatical elections

(redacted),

Firstly I would like to thank you and (redacted) for the help and guidance you have both given to not only myself but to other class reps and members of the executive team at GCCSA.

As you are more than aware we have upcoming elections for student sabbatical officers coming up and with your encouragement this had the potential to be a highlight in the student year. It is my duty as development officer of the student executive team to inform you that due to ongoing hostility to the current sabbatical officers from the current chair of the board, no members of the executive team are willing to stand for election, furthermore, no member of the executive team are willing to encourage and / or second any student who wants to stand for these positions.

This decision has not been taken lightly, but the main point is that none of us feel we could work with an openly hostile chairman who seems to have his own agenda to push and punish students and the student body.

To that end, following a meeting of the student executive team, I have attached an open letter to the cabinet secretary, that we would like you to take forward in our name.

I will later today, e-mail you with my own personal reasons for not standing.

It is unfortunate that what should be a good time for the student association, having won our award from the NUS and been nominated for others, is ending on such a low. I honestly fear for the future of student representation at GCC and the effect this will have on a college that I was proud to be associated with.

(redaction)

Class Rep & Exec Team Development Officer
GCCSA Langside Campus

Phone:

E-mail: (redaction)

Web : www.glasgowclyde.ac.uk

(redaction)

Class Rep & Exec Team Development Officer
GCCSA Langside Campus

Phone:

E-mail: (redaction)

Web : www.glasgowclyde.ac.uk

Email 32

From: Director of Advanced Learning and Science

Sent: 30 June 2015 17:35

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Cross M (Michael); (redaction) (redaction) ; (redaction) ; (redaction) (redaction) ; (redaction) ; (redaction) ; Communications Smarter; (redaction) ; (redaction) ; Director of Advanced Learning and Science; (redaction)

Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

(redacted)

With apologies for the slow response to this query about the student position at Glasgow Clyde. We were aware that the (redaction) planned to issue a complaint to the Ethical Standards Commission and wanted to include this in the response. New issues continue to emerge, for example, (redacted). (redacted) has written a formal letter of complaint to the Chair about his handling of this matter at last week's board meeting. I've attached an overview note and would be happy to provide further information if helpful.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: Cabinet Secretary for Education and Lifelong Learning

Sent: Thursday, June 04, 2015 01:13 PM

To: Director of Advanced Learning and Science; Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted)); (redacted)

Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

Aileen

Ms Constance has noted your advice and agrees you should write to the Chair but may need a minor change to the letter.

She thinks that the issue of changes to the constitution without due notice was raised by (redacted) and that (redacted) was raising that they are changing the constitution more generally. She recollects that (redacted) did raise this at his meeting with her.

She would also like to be clear about complaints of this nature from students. (redacted). This can come later and shouldn't hold up the letter. She has also asked if there are any specific examples of the Chairs actions which have led to the vote of no confidence and (redacted)? She would be happy to have a verbal update the next time you meet and again shouldn't hold up the letter.

Thanks

(redacted)
(redacted)

Private Secretary |

Minister for Children and Young People

☎ SAH: (redaction) | Mobile: (redacted) | Parliament: (redacted) |

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the recipient. Private Offices do not keep official records of such e-mails or attachments.

From: Director of Advanced Learning and Science

Sent: 03 June 2015 16:25

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted)); (redacted)

Subject: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

Importance: High

(redacted)

Please find attached immediate advice for Ms Constance in relation to next steps at Clyde College. An early response would be appreciated as we have a number of related WPQs on this one.

Many thanks

Aileen

<< File: CLYDE COLLEGE - Advice to Cab Sec AMK follow-up letter to (redacted) - 030615.docx >>

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264

[<< OLE Object: Picture \(Device Independent Bitmap\) >>](#) [<< OLE Object: Picture \(Device Independent Bitmap\) >>](#)

Email 33

From: Director of Advanced Learning and Science

Sent: 22 June 2015 22:34

To: Cross M (Michael); (redacted)

Cc: Director of Advanced Learning and Science

Subject: FW: STRICTLY PROTECT

Both – to see. The Clyde Board apparently thinks things are moving too fast. Tomorrow's letter needs to provide a bit of impetus. My current thinking is that a firm note to the Chair, noting that no response is unacceptable, copy to the entire board (along with the original letter), and an offer of an extension to allow for board consideration at Thursday's board meeting. Views?

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: Director of Advanced Learning and Science

Sent: 22 June 2015 20:00

To: (redacted)

Cc: Director of Advanced Learning and Science

Subject: STRICTLY PROTECT

(redacted)

A short note to advise that I have received no communication from (redacted) today. I am currently considering the shape of the response which will issue tomorrow. My current thinking is to write to him, noting that this is unacceptable and advising that I will be speaking further with the Cabinet Secretary tomorrow afternoon about this matter and to agree next steps. I could offer an extension till Friday given the board meeting on Thursday, but would want to be sure the Board was aware of this issue.

So, would then attach a copy of my original letter and copy to the board in its entirety.

I am equally conscious of the sensitivities around timing this week, so would be pleased to hear your views on best handling. However, we must respond formally tomorrow.

Happy to discuss,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



Email 34

From: Director of Advanced Learning and Science

Sent: 22 June 2015 08:55

To: Cross M (Michael); (redacted) (redacted) ; (redacted)

Cc: Director of Advanced Learning and Science; (redacted) ; (redacted) (redacted) ; (redacted)

Subject: IMMEDIATE - OFFICIAL SENSITIVE - CLYDE

Folks

Latest on Clyde below.

(redacted)

In relation to the board strengthening, Laurence and I discussed at the weekend options for 'special measures' to effect recruitment on an immediate and fixed-term basis; as well as co-option. We equally discussed some possible individuals. **I'd welcome urgent advice on if and how the Clyde Board might progress this** (noting the need for the GCRB N&R committee to approve before the full GCRB board approves). Can we provide a letter of comfort to allow interim appointments to proceed?

We also discussed the need for a proper board secretary, perhaps from the university sector.

The Principal is on holiday from Monday for 2 weeks so there is a timing imperative around all this.

Laurence advises separately that 2 staff members have spoken to (redacted), TESS, to complain about the situation at the college. He is trying to contain this at present to allow this week's negotiations to progress.

Happy to discuss

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



Email 35

From: Director of Advanced Learning and Science

Sent: 02 July 2015 19:15

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; (redacted) ; Communications Smarter; (redacted) ; (redacted)); (redacted)

Subject: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

(redacted)

Please find attached a full note of my meeting with Mr Chalmers for information. In the course of today we have asked the SFC for redacted versions of the two reports to allow us to reduce the risks of circulation. We have agreed to issue hard copies of the reports to reduce the risk of leakage. (redacted). We are awaiting a letter from SFC to explain the redactions of its report to attach to the papers. We now plan to issue the reports tomorrow morning.

We discussed today Ms Constance's views on earlier advice. I have noted this below for the benefit of colleagues:

(redacted)

We'll respond separately on these matters.

Hope this is all helpful.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



Email 36

From: Director of Advanced Learning and Science

Sent: 08 July 2015 16:55

To: Cross M (Michael); (redacted)

Cc: Director of Advanced Learning and Science

Subject: OFFICIAL SENSITIVE - GCC

STRICTLY PROTECT

Michael, (redacted)

Update on call with (redacted) , SFC, earlier today.

1. Discussed interim chair possibilities with (redacted) – see his attached advice. We are like-minded. (redacted) and I are meeting (redacted) on Friday afternoon
2. The report issued to GCRB members on Friday (it appears without the SFC attachment on the redactions). No reaction private or public thus far, apart from one call from (redacted), aggrieved because the GCRB members had received redacted copies of the reports and how were they to ensure appropriate performance monitoring of an assigned college with partial information. MF indicates that he may write a formal letter to us (at her request). I noted that the report was the SFC's; that the redactions were equally the SFC's, so he may wish to direct the report to Donaldson House.
3. (redacted) has organised an emergency board meeting for 13 July (she'll fly over for that) to discuss the paper. (redacted) views is that the 'legal performance monitoring role' of the GCRB cannot be introduced until the SG process concludes.
4. We discussed board appointments and extensions. (redacted) confirmed that the terms of the majority of board members end on 31 July; that the June

GCRB meeting had confirmed single year extensions for all 3 assigned colleges, subject to positive appraisals all being provided. Clyde is the only college thus far not to have complied. He would endeavour not to discuss this at Monday's board meeting.

5. (redacted).
6. We discussed the personal liability cover. (redacted) noted that there was some leeway in the SPFM and the terms of appointment of members (they should not be personally liable for corporate decisions if they've acted in good faith). He'll keep us in touch with developments here.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 37

From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]

Sent: 23 June 2015 00:34

To: (redacted)

Subject: ETHICAL STANDARDS

Importance: High

(redacted)

I just picked up your email and will call you first thing, your mail has remembered me to send these on to you. I am sorry as this went utterly out my head, between getting

everything tied up for this year and now having to plan next year I have been running between (redacted).

I am really sorry about this.

(redacted)

(redacted)

Glasgow Clyde College

Tel.: (redacted)

E-Mail: [\(redacted\)](mailto:(redacted))

Email 38

From: Director of Advanced Learning and Science

Sent: 12 August 2015 10:41

To: (redacted) ; (redacted)

Cc: Director of Advanced Learning and Science

Subject: FW: Disciplinary Hearing

To see

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted)

Date: 11 August 2015 19:21:41 BST

To: Aileen McKechnie

Subject: Disciplinary Hearing

Hi Aileen

A few things have been gnawing at me since the last board meeting on 30/7/15 and I was hoping perhaps you could offer some rationale?

As the Chair instigated the Principal's suspension and has continually said he is a witness and therefore is excluded from both the disciplinary and appeal panels. The same case also applies to (redacted), Vice Chair who was involved in the suspension and also says he is a witness.

(redacted) made the decision to proceed to a disciplinary hearing after reviewing the investigation report therefore he cannot participate further.

It was said at the board meeting that both (redacted), Chair of the Disciplinary panel and (redacted) another panel member, due to time constraints could devote no further time to the disciplinary hearing. Which means they cannot participate.

(redacted) made it clear at that meeting in my presence, "if the Principal is reinstated after all of this she will resign", to which I would testify to. Given this she has therefore excluded herself from sitting on an appeal panel.

The Teaching Member and me ended our tenure on 31/7/15 and may be replaced following elections. We could not participate in staff related issues.

(redacted) will not attend meetings as (redacted) and (redacted) end their tenure on 31/8/15 and will be replaced following elections.

(redacted) is the only Board member left and who on the evening of the Principal's suspension was informed by the Principal of her serious concerns regarding the behaviour of the Chair. Aileen has not addressed or raised this with the Chair or other Board members. (redacted) as Chair of the Audit Committee, is unwilling to share with the Scottish Government the BDO report on procurement.

Taking account of all of the above how can the College constitute both a disciplinary panel and a separate appeal panel with a maximum of two available members?

Regards

(redacted)

Email 39

From: Director of Advanced Learning and Science

Sent: 09 July 2015 11:50

To: Cross M (Michael); (redacted)

Subject: FW: SFC Review - Strictly Privileged & Confidential [BRO-D.FID3179973]

To see - not for onward forwarding please.

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government
5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

-----Original Message-----

From: McKechnie A (Aileen)

Sent: 09 July 2015 07:36

To: Director of Advanced Learning and Science

Subject: Fw: SFC Review - Strictly Privileged & Confidential [BRO-D.FID3179973]

Aileen McKechnie

Director of Advanced Learning and Science, Scottish Government

5 Atlantic Quay, Glasgow, G2 8LU

Tel: 0300 244 1264

----- Original Message -----

From: (redacted) [[\(mailto:\(redacted\)\)](mailto:(redacted))]

Sent: Thursday, July 09, 2015 06:59 AM

To: McKechnie A (Aileen)

Subject: FW: SFC Review - Strictly Privileged & Confidential [BRO-D.FID3179973]

Good Morning Aileen

Please find the attached correspondence sent last night. As you can see the Chair seems very unwilling as always to answer questions that require answering.

As you will be aware (redacted) is in (redacted) and I hope to speak to him today by phone. If (redacted) contacts me would it be possible for ask us to ask you for some advice? strictly off the record of course.

Regards

(redacted)

(redacted)

Glasgow Clyde College

Tel.:

E-Mail: [\(redacted\)](mailto:(redacted))

Sent via Microsoft Outlook Web Application (OWA)

From: (redacted)

Sent: 08 July 2015 22:32

To: (redacted)

Subject: FW: SFC Review - Strictly Privileged & Confidential [BRO-D.FID3179973]

(redacted)

(redacted)

Glasgow Clyde College

Tel.:

E-Mail: [\(redacted\)](#)

Sent via Microsoft Outlook Web Application (OWA)

From: [\(redacted\)](#)

Sent: 08 July 2015 22:31

To: [\(redacted\)](#); [\(redacted\)](#) [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#)

Cc: [\(redacted\)](#)

Subject: RE: SFC Review - Strictly Privileged & Confidential [BRO-D.FID3179973]

(redacted)

I am treating you with courtesy, respect and with what I regarded as a mutual concern for GCC, its students and staff. Your response is insulting, arrogant, dismissive and are a less than subtle dismissal of some very serious questions that require answering. The question I have raised are directed at you as Chair of Glasgow Clyde College, Board of Management who has direct contact with the college executive.

Regards

[\(redacted\)](#)

[\(redacted\)](#)

[\(redacted\)](#)

Glasgow Clyde College

Tel.:

E-Mail: [\(redacted\)](#)

Sent via Microsoft Outlook Web Application (OWA)

From: [\(redacted\)](#) [[\(redacted\)](#)]

Sent: 08 July 2015 22:13

To: [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#); [\(redacted\)](#)

Cc: [\(redacted\)](#)

Subject: Re: SFC Review - Strictly Privileged & Confidential [BRO-D.FID3179973]

Hi [\(redacted\)](#)

I think I am entitled to a holiday. Not sure what you mean - I have responded.

[\(redacted\)](#)

-----Original Message-----

From: (redacted) <(redacted)>

To: chalmersgc <(redacted)>; (redacted) >; (redacted) (redacted) >; (redacted) <(redacted)>; (redacted)<(redacted)>; (redacted) >; (redacted) <(redacted)>; (redacted) <(redacted)>; <(redacted)>; <(redacted)>; (redacted) >; (redacted) <(redacted)>

CC: (redacted)

Sent: Wed, 8 Jul 2015 22:10

Subject: RE: SFC Review - Strictly Privileged & Confidential [BRO-D.FID3179973]

(redacted) Thank you for a response at last!! However in the time that has taken you to write your response? You could simply have answered my questions. I look forward to your response. Regards (redacted) (redacted) (redacted) Glasgow Clyde College Tel.: E-Mail: (redacted) Sent via Microsoft Outlook Web Application

Email 40

From: (redacted) [mailto:(redacted)]

Sent: 06 July 2015 14:46

To: (redacted)

Cc: Director of Advanced Learning and Science; (redacted) ?[(redacted)]?; Laurence Howells (lhowells@sfc.ac.uk)

Subject: TESS article

Importance: High

Dear Chair

I refer to my email of 30th June regarding the TESS article. The comments and allegations you made at the Board of Management meeting on 25th June (redacted) and this has not been alleviated by your lack of any form of response to my correspondence.

I do understand that you do have a day job and the amount of time the issues at Clyde are taking up, for all of us, is unprecedented. But in saying this and given the serious nature of the correspondence I sent regarding the issues I had with your comments, can I kindly ask could you please take the time to respond to me.

I have copied in the original recipients.

Kind Regards

(redacted)

(redacted)

(redacted)

(redacted)

Glasgow Clyde College

Tel.: (redacted)
E-Mail: (redacted)

Email 41

From: (redacted) [mailto:(redacted)]
Sent: Wednesday, July 29, 2015 08:34 AM
To: (redacted) <(redacted)>
Cc: Director of Advanced Learning and Science; (redacted) <(redacted)>; Laurence Howells <lhowells@sfc.ac.uk>; (redacted) ; (redacted) <(redacted)>; '(redacted) ((redacted))' <(redacted)>; (redacted) ; '(redacted) ' ; '(redacted) ' ; (redacted) <(redacted)>; (redacted) <(redacted)>; (redacted) <(redacted)>; (redacted) <(redacted)>
Subject: TESS article comments

Dear Chair and fellow board members

It is with much regret that I have been put in a position to contact you again regarding the comments you made at a board meeting on 25th June. As you are aware I have contacted you on two occasions the first being the 30th June trying to find out why you made these remarks and as yet I have still had no reply in fact on the second occasion I contacted you I made it clear that this issue was causing me undue stress. The issue still is and I must urge you to reply to my previous email which I have attached to this mail. On this occasion I have decided I would copy in the other board members of Glasgow Clyde College and urge them to treat this correspondence with confidentiality and also urge them to challenge the chair on this issue.

I would welcome a prompt reply to this mail.

(redacted)

(redacted)

Email 42

From: (redacted)
Sent: 20 July 2015 15:25
To: Cross M (Michael)
Cc: (redacted) ; (redacted) Director of Advanced Learning and Science
Subject: Strictly confidential: Glasgow Colleges' Regional Board
Sensitivity: Confidential

Dear Michael,

The purpose of this email is to make you aware that (redacted) and I have received some strong and negative reactions to our handling of the Glasgow Clyde College material, following the meeting of the board of GCRB on 13 July. (And you will recall that I was not present during the latter part of the board discussion because of my conflict of interest.)

This email is being sent in strictest confidence. Although the authors of some of the attached material have stated that their messages should not be shared beyond GCRB, given the criticisms being levelled at the current governance of GCRB, (redacted) and I feel you need to be aware of the specifics.

Shortly after the board meeting, (redacted) sought confirmation of GCRB's support for him and the Clyde board. You will note within that interchange an email from (redacted) to four board members of GCRB that indicates the existence of a separate conversation between these five board members in relation to (redacted) and my handling of this matter.

On 15 and 16 July (redacted), (redacted) and (redacted) sent (redacted) messages that were critical of the letter sent to Scottish Government.

Because (redacted) and I were (redacted), we were not able to respond to these messages immediately. Partly as a consequence, (redacted) sent a message to the whole board of GCRB on 17 July.

Shortly after that I issued a response from (redacted).

And then on 18 July (redacted) wrote to (redacted), and copied the whole board.

The key point in all of this is (redacted) summing up at the end of the board meeting on 13 July, which was as follows:

- reflect the board's concerns that the 'evidence' was not considered consistent or robust
- that the connection therefore to the 'findings' was therefore under question
- that proper consideration should be given to letting 'due process' run its course
- that this should be done swiftly and that it was felt important that SG received gcrb's views in advance of gcc response
- that positive engagement and a measured tone was important if the views were to have influence.

Although strong views were expressed about the recommendation to remove the Chair of Glasgow Clyde College by several members, this was not covered in (redacted) summing up and therefore no view was expressed in the letter to Scottish Government.

We've not replied yet to (redacted), mainly because we don't want to run the risk of escalating matters through a 'ping-pong' exchange of emails. In that same vein, (redacted) reply to (redacted) will probably be short and suggest that she discusses (redacted) concerns with her face-to-face when (redacted) returns from France at the end of July.

If you want to discuss any aspect of this directly, I'm happy to have a conversation. However, my availability is slightly constrained by holiday activities. Best for me is between 1pm and 4pm UK time - but please give me forewarning, preferably by text to my mobile.

Kind regards,

(redacted)

Interim Chief Officer, Glasgow Colleges' Regional Board
t: (redacted) | m: (redacted) | e: (redacted)

Email 43

From: Director of Advanced Learning and Science
Sent: 10 July 2015 11:18
To: Cross M (Michael); (redacted)
Subject: FW: correspondence

Both

To see – can we discuss response please.

Thanks

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]
Sent: 10 July 2015 11:16
To: McKechnie A (Aileen); Director of Advanced Learning and Science
Subject: correspondence

Aileen

As you are aware I mailed the chair of our board with regard to two separate parts of correspondence.

The first was regarding the letter from our exec team to the cabinet secretary. Has he given you a response? And if so could I ask for sight of that? If not for any reason then I trust your judgement on that and agree to it.

Next I the mail I copied you into regarding the TESS article and the mail I sent the chair one week later regarding any form of reply.

I have as yet recieved no form of correspondence from the chair regarding this.

What will I do now about this as this is causing me a level of anxiety as I indicated to the chair in my second email.

Should I now circulate this to the whole board?

Or could you ask him for a reply?

Thanks

Email 44

From: (redacted)

Sent: 10 August 2015 10:03

To: (redacted) ; (redacted) Director of Advanced Learning and Science; Cross M (Michael); (redacted); (redacted) ; (redacted)

Cc: DG Learning & Justice; (redacted) ; (redacted)

Subject: RE: OFFICIAL SENSITIVE - GCC

(redacted)

You 'phoned requesting details about removal of board members from the Glasgow Colleges' Regional Board.

The grounds for removal by negative order are as follows: where it appears to Ministers that a Regional Board:

- i) has committed or is committing a serious one-off breach of any term or condition of grant made to by the SFC.
 - ii) has committed or is committing repeated breaches of such terms or conditions;
 - iii) has failed or is failing to properly discharge its responsibility for administering funds;
 - iv) has failed, or is failing to discharge any of their duties properly; or
 - v) has mismanaged or is mismanaging its financial or other affairs.
- Before making an order to remove board members in any of the above circumstances, Ministers must consult the SFC.

Please note the grounds are slightly different from the grounds for incorporated colleges. They don't include failure in relation to education standard or the 7(2) provisions (i.e. failure to meet the criteria to be a publicly funded college) do not apply to the Regional Board, as it is does not deliver education and is not a college.

A slide outlining the 7(2) provisions is below.

Section 7(2) of 2005 Act

- Publicly funded colleges – whether fit to be eligible to be funded
- Incorporated colleges – ground for removal of board members

Governance and management	Responsible officer: <ul style="list-style-type: none">• signing accounts;• propriety and regularity of finances;• resources used economically, efficiently and effectively
Assessing and enhancing quality	Grievance procedures
Planning	Scottish Credit and Qualifications Framework
Students' association	Educational and related needs (including support needs)
Taking into account other provision	Procedures and arrangements as a regional strategic body
Other as specified by regulations	

(redacted)

College Policy Team | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | **The Scottish Government**

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

 (redacted)

[#collegesforscotland](#)

From: (redacted)

Sent: 10 August 2015 08:31

To: (redacted) ; (redacted) Director of Advanced Learning and Science; Cross M (Michael); (redacted); (redacted) ; (redacted)

Cc: DG Learning & Justice; (redacted) ; (redacted)

Subject: RE: OFFICIAL SENSITIVE - GCC

(redacted)

My note is attached.

<< File: College - Glasgow Clyde College - Briefing Note on Ministers Powers.docx >>

(redacted)

College Policy Team | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | **The Scottish Government**

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

 (redacted)

#collegesforscotland

From: (redacted)

Sent: 07 August 2015 15:59

To: (redacted) Director of Advanced Learning and Science; Cross M (Michael); (redacted) ; (redacted); (redacted) ; (redacted)

Cc: DG Learning & Justice; (redacted) ; (redacted)

Subject: RE: OFFICIAL SENSITIVE - GCC

(redacted)

Unfortunately we don't have full access to Objective, could you resend as a word document

Thanks

(redacted)

Special Advisor to the First Minister

The Scottish Government

Portfolio: Education and Lifelong Learning

External: (redacted)

Internal: (redacted)

Mobile: (redacted)

From: (redacted)

Sent: 07 August 2015 08:59

To: (redacted) ; Director of Advanced Learning and Science; Cross M (Michael); (redacted) ; (redacted); (redacted) ; (redacted)

Cc: DG Learning & Justice; (redacted) ; (redacted)

Subject: RE: OFFICIAL SENSITIVE - GCC

(redacted)

With thanks to (redacted), herewith a slide and a one-pager which I hope are helpful. We are very happy to meet to discuss if you'd find it helpful. Let me know.

(redacted)

<< File: College - Glasgow Clyde College - Briefing Note on Ministers Powers.obr >> << File: board accountability slides.pptx >>

(redacted)

Head of College Policy | Colleges & Adult Learning: Funding & Policy Division | Employability, Skills and Lifelong Learning Directorate | **The Scottish Government** – 6th Floor, 5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

📞 (redacted) | (redacted)

From: (redacted)

Sent: 06 August 2015 19:27

To: Director of Advanced Learning and Science; Cross M (Michael); (redacted) (redacted) ; (redacted); (redacted) ; (redacted)

Cc: DG Learning & Justice; (redacted) ; (redacted)

Subject: RE: OFFICIAL SENSITIVE - GCC

Aileen

Many thanks for the update below, dismal as it is.

(redacted)

(redacted)

(redaction)

Special Advisor to the First Minister

The Scottish Government

Portfolio: Education and Lifelong Learning

External: (redaction)

Internal: (redaction)

Mobile: (redaction)

From: Director of Advanced Learning and Science

Sent: 05 August 2015 21:28

To: Cross M (Michael); (redacted) (redacted) ; (redacted); (redacted) ; (redacted)

Cc: DG Learning & Justice; Director of Advanced Learning and Science; (redacted) ; (redacted) ; (redacted)

Subject: OFFICIAL SENSITIVE - GCC

NOT FOR ONWARD CIRCULATION

Colleagues

(redacted) , acting Chief Officer of GCRB, came into see me earlier this evening. He had two issues to alert me to:

(redacted)

I have, this evening, sent an email to (redacted) and (redacted) offering to meet up.

Happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

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Email 45

From: Director of Advanced Learning and Science

Sent: 04 August 2015 12:44

To: Cross M (Michael); (redacted)

Subject: FW: Glasgow Clyde College

Fyi

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



From: Laurence Howells [<mailto:lhowells@sfc.ac.uk>]

Sent: 04 August 2015 10:58

To: (redacted)

Cc: Alice Brown; McKechnie A (Aileen)

Subject: Glasgow Clyde College

Dear (redacted)

We discussed the confusion that there seems to be about the basis on which you have been attempting to assist the situation at Clyde College.

My understanding is that throughout you have been acting in your role as Chair of Colleges Scotland and that at about the beginning of June you took the initiative of contacting (redacted) in that capacity to see if you could help bring the situation towards a speedy and amicable conclusion. The focus of that work was to see if there was scope for a negotiated or mediated agreement between the Clyde Board and the Principal.

Given the situation and many interests involved this has involved you discussing emerging events with all the parties involved, including particularly the GCRB, SFC and SG.

For the avoidance of doubt, this was not an initiative led or in any sense 'commissioned' by SFC.

My understanding is also that currently you are no longer actively pursuing this, though you remain ready to assist if it becomes necessary and appropriate in the future.

Laurence

Email 46

From: Director of Advanced Learning and Science

Sent: 14 August 2015 09:59

To: (redacted) Cross M (Michael); (redacted) ; (redacted)); (redacted) ; (redacted)

Cc: (redacted) ; DG Learning & Justice; Johnston P (Paul); (redacted) ; (redacted)

Subject: RE: IMMEDIATE RE: OFFICIAL SENSITIVE - GCC

Colleagues

(redacted)

We're working up the advice to Ministers today and hope to have that drafted for Ms Constance by 2pm.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 12 August 2015 15:26

To: (redacted) Cross M (Michael); (redacted) ; (redacted)); (redacted) ; (redacted)

Cc: (redacted) ; DG Learning & Justice; Johnston P (Paul); (redacted) ; (redacted)

Subject: RE: IMMEDIATE RE: OFFICIAL SENSITIVE - GCC

Colleagues,

Further updates on conversations today with a vice principal; a staff member (and member of EIS); and with private office below:

(redacted)

3. I have spoken with private office this afternoon, who reiterated the concern of Ms Constance about the evolving situation; and a desire to see a set of tested options with robust analysis of the pro's and con's of each for her consideration before we put to FM.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

<< OLE Object: Picture (Device Independent Bitmap) >> << OLE Object: Picture (Device Independent Bitmap) >> << OLE Object: Picture (Device Independent Bitmap) >>

From: Director of Advanced Learning and Science
Sent: 11 August 2015 08:06
To: (redacted) Cross M (Michael); (redacted) ; (redacted); (redacted) ; (redacted)
Cc: DG Learning & Justice; (redacted) ; (redacted) ; Johnston P (Paul); (redacted) ; Director of Advanced Learning and Science
Subject: IMMEDIATE RE: OFFICIAL SENSITIVE - GCC
Importance: High

Colleagues

An update on latest to aid thinking as we work up policy options.

I was due to meet the two vice principals (VPs) from Clyde College yesterday evening. They cancelled yesterday following receipt of an email from the teaching staff member of the Board ((redaction)), which complained about the behaviour of the SMT and noted that the Board was the employer and they were not behaving in a manner consistent with delivering on the wishes of the Board. (redacted).

(redaction)was unaware that (redaction). (redaction).

I discussed the situation at length with (redacted) last night. (redacted). Our focus should be on securing the best interests of staff and students; and on public value.

Happy to discuss (though interviewing all day today).

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

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From: Director of Advanced Learning and Science
Sent: 08 August 2015 09:55
To: (redacted) (redacted) ; Cross M (Michael); (redacted) ; (redacted)); (redacted) ; (redacted)
Cc: DG Learning & Justice; (redacted) ; (redacted) ; Johnston P (Paul)
Subject: RE: OFFICIAL SENSITIVE - GCC

Colleagues

Post-script. I've just taken a call from (redacted) , (redaction)at GCC(redacted)

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

From: Director of Advanced Learning and Science
Sent: 08 August 2015 07:09
To: (redacted) (redacted) ; Cross M (Michael); (redacted) ; (redacted)); (redacted) ; (redacted)

Cc: DG Learning & Justice; (redacted) ; (redacted) ; Johnston P (Paul)

Subject: RE: OFFICIAL SENSITIVE - GCC

(redaction)– many thanks for this.

Colleagues

We now have the response from the GCC Board (sent yesterday under separate cover). (redacted) To aid that thinking, I've attached a file note of a long and unhappy conversation I had yesterday with the interim Chair of GCRB.

(redacted)

I should be happy to discuss.

Aileen

<< File: File Note of teleconversation with (redacted) 080815.docx >>

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

<< OLE Object: Picture (Device Independent Bitmap) >> << OLE Object: Picture (Device Independent Bitmap) >> << OLE Object: Picture (Device Independent Bitmap) >>

From: (redacted)

Sent: 07 August 2015 08:59

To: (redacted) ; Director of Advanced Learning and Science; Cross M (Michael); (redacted) ; (redacted); (redacted) ; (redacted)

Cc: DG Learning & Justice; (redacted) ; (redacted)

Subject: RE: OFFICIAL SENSITIVE - GCC

(redaction)

With thanks to (redacted), herewith a slide and a one-pager which I hope are helpful. We are very happy to meet to discuss if you'd find it helpful. Let me know.

(redaction)

<< File: College - Glasgow Clyde College - Briefing Note on Ministers Powers.obr >> << File: board accountability slides.pptx >>

(redacted)

Head of College Policy | Colleges & Adult Learning: Funding & Policy Division | Employability, Skills and Lifelong Learning Directorate | **The Scottish Government** – 6th Floor, 5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

☎ (redacted) | (redacted)

From: (redacted)

Sent: 06 August 2015 19:27

To: Director of Advanced Learning and Science; Cross M (Michael); (redacted) (redacted) ; (redacted); (redacted) ; (redacted)

Cc: DG Learning & Justice; (redacted) ; (redacted)

Subject: RE: OFFICIAL SENSITIVE - GCC

(redacted)

From: Director of Advanced Learning and Science

Sent: 05 August 2015 21:28

To: Cross M (Michael); (redacted) (redacted) ; (redacted); (redacted) ; (redacted)

Cc: DG Learning & Justice; Director of Advanced Learning and Science; (redacted) ; (redacted) ; (redacted)

Subject: OFFICIAL SENSITIVE - GCC

NOT FOR ONWARD CIRCULATION

Colleagues

(redacted) , (redaction), came into see me earlier this evening. He had two issues to alert me to:

(redacted)

I have, this evening, sent an email to (redacted) and (redacted) offering to meet up.

Happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

Email 47

From: Director of Advanced Learning and Science

Sent: 14 August 2015 16:27

To: (redacted) (redacted) ; (redacted) (redacted)

Cc: Director of Advanced Learning and Science; Cross M (Michael); (redacted)

Subject: IMMEDIATE OFFICIAL SENSITIVE - Clyde college handling note (140815).docx

Importance: High

(redacted) et al

Herewith draft handling plan to support the advice which has just issued to Ms Constance (with thanks to (redacted) for drafting). Would welcome advice on content and updated lines please. This is our moment for 'leadership', 'robust governance', etc.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 48

From: Director of Advanced Learning and Science

Sent: 14 August 2015 15:00

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Johnston P (Paul); (redacted) (redacted); (redacted) ; Director of Advanced Learning and Science; (redacted) ; (redacted)

Subject: IMMEDIATE - OFFICIAL SENSITIVE - GLASGOW CLYDE COLLEGE

Importance: High

(redacted)

With apologies for missing your deadline, please find attached a 7 page submission with 8 pages of annexes, providing further advice on the situation at Glasgow Clyde College. I'd be happy to discuss or amend as required before onward transmission to First Minister.

Many thanks

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



Email 49

From: Cross M (Michael)
Sent: 25 August 2015 08:56
To: (redacted) ; (redacted) ; (redacted)
Subject: FW: OFFICIAL SENSITIVE - RE: Glasgow Clyde College

To note.

M

From: Laurence Howells [<mailto:lhowells@sfc.ac.uk>]
Sent: 24 August 2015 16:59
To: Director of Advanced Learning and Science
Cc: Cross M (Michael)
Subject: RE: OFFICIAL SENSITIVE - RE: Glasgow Clyde College

Aileen

Alice and I discussed the interim principal letter and agreed that Alice would send the letter and that it should be redrafted in a more positive tone. The letter was issued this afternoon. (Copy attached)

In order to avoid (redacted) feeling this was a criticism of her and her team, I phoned her to explain what we were doing and why. Whilst she hadn't been expecting this action, she clearly felt that (if the offer of help was accepted) it would help relieve the pressure on the senior team.

Laurence

From: DirectorofAdvancedLearningandScience@scotland.gsi.gov.uk
[<mailto:DirectorofAdvancedLearningandScience@scotland.gsi.gov.uk>]
Sent: 20 August 2015 21:33
To: Laurence Howells
Cc: Michael.Cross@scotland.gsi.gov.uk; DirectorofAdvancedLearningandScience@scotland.gsi.gov.uk
Subject: OFFICIAL SENSITIVE - RE: Glasgow Clyde College

Laurence

Many thanks for sight. We discussed this letter and a separate planned letter to the Chair and SG re: breaches of the FM and accountable officer concern.

With regard to the principal letter, you indicated that you'd reconsider the offer of SFC funding for the post; and you'd reflect (with Alice) who would be best placed to meet the Chair in the current circumstances. We agreed that it would be prudent for such a letter to issue with urgency. You'll seek to take this forward early next week.

With regard to the breach of FM letter, you'll share draft letters with us early next week and we'll reflect collectively on content and timing.

For Michael's benefit, we discussed the issue of securing a Secretary for GCC. You advised that (redacted) is actively pursuing a live option so you'll let that run before approaching (redacted).

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: McKechnie A (Aileen)
Sent: 20 August 2015 21:25
To: Director of Advanced Learning and Science
Subject: Fw: Glasgow Clyde College

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

From: Laurence Howells [<mailto:lhowells@sfc.ac.uk>]

Sent: Wednesday, August 19, 2015 05:27 PM

To: McKechnie A (Aileen); Cross M (Michael)

Cc: (redacted)

Subject: Glasgow Clyde College

Dear Aileen and Michael

Please find attached a draft letter I propose to send to (redacted). I would be grateful for any comments you have on the letter and any advice on timing. I will, of course, be discussing this letter with Alice and (redacted) before I send it.

Thank you.

Laurence

Email 50

From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, we continue (redacted).

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



Email 51

From: Director of Advanced Learning and Science

Sent: 15 July 2015 09:51

To: Permanent Secretary

Cc: DG Learning & Justice; Director of Advanced Learning and Science; (redacted) ; Cross M (Michael)

Subject: Immediate - Official Sensitive - GCC Update

(redacted)

Further activity since my last update below:

- Close engagement with the Chair of GCRB in advance of and post the board meeting on 13 July (see read-out attached). (redacted).
- Discussions with two GCC board members, (redacted)
- (redacted). Board members have provided detailed comment but this will not be shared with SG at this time pending a response from SG on the validity of the SFC review.

(redacted)

Michael and the team are working on detailed advice to Ministers, which will be informed by the GCC board meeting due to take place at 16.30 today. I should get a read-out of that shortly thereafter.

I hope this is helpful meantime.

Aileen

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

Email 52

From: Director of Advanced Learning and Science
Sent: 16 July 2015 11:36
To: Permanent Secretary
Cc: DG Learning & Justice; Director of Advanced Learning and Science; (redacted) ; Cross M (Michael); (redacted)
Subject: Re: Immediate - Official Sensitive - GCC Update

(redacted)

Brief read-out of yesterday's GCC board meeting below:

- There were 7 members in attendance plus Brodies. I understand there is still no Board secretary.
- (redacted)
- (redacted)
- there was some further discussion about mediation with the principal but no conclusion reached;
- The board agreed a 4-week postponement to the Principal's disciplinary hearing;
- the Chair asked for Board approval to progress his attempt to seek funding for personal legal cover, this time via Colleges Scotland. This was agreed. (redacted)
- (redacted)
- outside the meeting, the Chair showed (redacted) a letter he'd received from the Ethical Standards Commissioner about a complaint she'd made about his conduct. He stated that he intended to deal with this matter legally. (redacted)

The team will provide separately details of leave and cover over the next week or so. In the interim, we continue as planned to prepare advice to Ministers based on our own evidence as well as the SFC review.

I understand (redacted) is speaking with (redacted) shortly and will provide any additional information required.

Aileen

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

----- Original Message -----

From: Director of Advanced Learning and Science
Sent: Wednesday, July 15, 2015 10:51 AM
To: Permanent Secretary
Cc: DG Learning & Justice; Director of Advanced Learning and Science; (redacted) ; Cross M (Michael)
Subject: Immediate - Official Sensitive - GCC Update

(redacted)

Further activity since my last update below:

- Close engagement with the Chair of GCRB in advance of and post the board meeting on 13 July (see read-out attached). (redacted) interrupted (redacted) to attend this meeting.
- Discussions with two GCC board members, (redacted)
- (redacted). Board members have provided detailed comment but this will not be shared with SG at this time pending a response from SG on the validity of the SFC review.

(redacted)

Michael and the team are working on detailed advice to Ministers, which will be informed by the GCC board meeting due to take place at 16.30 today. I should get a read-out of that shortly thereafter.

I hope this is helpful meantime.

Aileen

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

Email 53

From: (redacted)
Sent: 13 July 2015 17:18
To: Cross M (Michael)
Subject: RE: Strictly confidential
Sensitivity: Confidential

Thanks Michael.

(redacted)

From: Cross M (Michael)
Sent: 13 July 2015 16:57
To: (redacted)
Cc: Director of Advanced Learning and Science; (redacted) (redacted) ; (redaction); (redacted); (redacted)
Subject: RE: Strictly confidential
Sensitivity: Confidential

(redacted)

Belated thanks for this advice, on the basis of which I advised (redacted) of the position on Friday - ahead of the meeting of the GCRB today.

Michael

From: (redacted)
Sent: 10 July 2015 10:34
To: Cross M (Michael)
Cc: Director of Advanced Learning and Science; (redacted) (redacted) ; (redaction); (redacted); (redacted)
Subject: RE: Strictly confidential
Sensitivity: Confidential

(redacted)

From: Cross M (Michael)
Sent: 09 July 2015 14:25
To: (redacted)
Cc: Director of Advanced Learning and Science; (redacted)
Subject: FW: Strictly confidential
Sensitivity: Confidential

(redacted)

Michael

From: (redacted)
Sent: 08 July 2015 17:30
To: Cross M (Michael)
Cc: (redacted)
Subject: Strictly confidential
Sensitivity: Confidential

Dear Michael,

I refer to Aileen McKechnie's letter of 3 July 2015 addressed to the Chair of the Board of Management of Glasgow Clyde College, which was copied to the Interim Chair of GCRB.

As I think you are aware, we have arranged a special meeting of the board of GCRB for 2pm on Monday 13 July 2015 to consider this material. There are no other substantive items on the agenda. At the meeting the board of GCRB is being asked to consider the following questions:

- Are there any aspects of the documents about which GCRB would wish to seek clarity or additional background information?
- Are there any short, medium or long term implications for GCRB?
- Are there any actions GCRB needs to undertake as a result of the enclosed documents?
- What is GCRB's communication position on this issue when it comes into the public domain and how does GCRB wish to handle that (eg proactive or reactive)?

GCRB's potential locus is twofold:

- (1) GCRB's responsibility to monitor the performance of its colleges
- (2) GCRB's responsibility to assess the individual performance of members of the boards of management of the assigned colleges in relation to their adherence to their terms of appointment.

I note that Aileen McKechnie's letter has only been copied to GCRB for information and that GCRB has not been asked to respond to the letter. Nevertheless, GCRB does have the above responsibilities and now has information which could have implications in relation to these responsibilities. However, by only being provided with redacted copies of the documents, it is not possible for GCRB to make a judgement as to whether there are matters it should consider in relation to its responsibilities. I would therefore be grateful if you could arrange for GCRB to be provided with unredacted copies of the documents. Otherwise, the board of GCRB may feel it is being prevented from properly discharging its responsibilities.

More generally, although the reasons for the redactions are noted (as described in the Scottish Funding Council's explanatory document), it has clearly been accepted that the full material has to be seen by the parties who have a direct interest in relation to the Scottish Government's possible actions. Similarly, the GCRB has a direct interest (albeit in relation to its responsibilities) and therefore it too should be able to see the unredacted material.

Of course, it goes without saying that GCRB and its members would handle the unredacted documents sensitively and would treat them in strictest confidence.

If it is decided that it is not possible for GCRB to be provided with unredacted copies of the documents, I would be grateful if you could confirm that you do not expect GCRB to take formal action in relation to any aspect of the matters referred to in the documents that is relevant to GCRB's responsibilities, at least until the Scottish Government has concluded the processes referred to in Aileen McKechnie's letter.

I have copied this message to the Scottish Funding Council because the decisions about redaction were made by it.

Kind regards,

(redacted)

Interim Chief Officer

t: (redacted) | m: (redacted) | e: (redacted)

Glasgow Colleges' Regional Board | City of Glasgow College | 60 North Hanover Street |
Glasgow | G1 2BP

Website: www.gcrb.ac.uk

Email 54

From: (redacted) [mailto:(redacted)]

Sent: 16 July 2015 12:39

To: Cross M (Michael)

Subject: FW: Letter to Scottish Government

For info.

Sent from my Sony Xperia Z1 Compact on O2

----- Original Message -----

Subject: Letter to Scottish Government

Sent: 15 Jul 2015 17:51

From: (redacted)

To: (redacted)

Cc:

Dear (redacted)

I sincerely apologise for contacting you while you are on leave. However, in the absence of a GCRB Board Secretary or another designated individual, I am unsure how I should raise my serious concerns about the content of the letter which you have sent to the Scottish Government on behalf of the GCRB following our special meeting on Monday. That said, as you are the author of the letter it is perhaps most appropriate that I raise my concerns directly with you.

While there little in much of your letter with which I would take issue, I feel very strongly that, overall, it does not adequately reflect the strength of view expressed by the Board in relation to the failings and inadequacies of the DLA Piper Report and, in particular, the SFC Report . It doesn't reflect our view that the SFC's Report lacks credibility, rigour or balance and that the 'evidence' it presents is in many cases no more than supposition and innuendo. In particular, your letter fails to mention the Board's view that the SFC has failed to make any connection between the 'evidence' presented in its Report, its findings and the recommendations made. Specifically your letter omits to mention the Board's view that the most important recommendation, that the Chair of GCC be removed, is not justified by the 'evidence' and finding in the SFC Report. In addition, there is no

mention of the decision that we made to request a meeting with Aileen McKecknie to discuss our concerns about the Reports and the recommendations.

In normal circumstances, if I felt it necessary to challenge the record or interpretation of decisions made at a meeting I would do so at the point of the approval of the minutes. As you know, I did ask that a note of the meeting be circulated to Board members prior to the letter to the Scottish Government being sent. You advised me that this was not possible due to time constraints. Had this been done, this would have allowed members to comment on their recollection and understanding of the decisions we made. Given that the letter has now been sent and that Scottish Government decisions on the matters addressed by the Board on Monday are imminent, and it is, of course, not possible for me to challenge the minutes of the meeting in advance of these decisions being made, I would be grateful if you would advise of the course of action open to me to have the Board consider my concerns about the way in which our decisions have been communicated to the Scottish Government and, if it is so agreed, to have the interpretation of them, as expressed in your letter to the Scottish Government, rectified.

Regards

Email 55

From: (redacted) [mailto:(redacted)]

Sent: 14 July 2015 13:27

To: Cross M (Michael); (redacted)

Subject: FW: Re: GCRB Meeting

For info

Sent from my Sony Xperia Z1 Compact on O2

---- Original Message ----

Subject: Re: GCRB Meeting

Sent: 14 Jul 2015 15:22

From: (redacted)

To: (redacted) <(redacted)>

Cc:

(redacted)

Thanks for getting back to me. I really appreciate the personal inconvenience (and expense) that you have incurred in ensuring the meeting took place and the urgency in writing to the Scottish Government. I haven't seen the letter yet and hope that, as I said, it fully captures the strength of feeling expressed at the Board particularly in relation to the disconnect between the content of the SFC report and the recommendation concerning the removal of the GCC Chair.

Enjoy your holiday.

Regards

(redacted)

Sent from my iPhone

On 14 Jul 2015, at 14:06, (redacted) <(redacted)> wrote:

Dear (redacted),

Given the Boards desire to ensure this information was with government in advance of the timeliness to clyde board, the letter was being sent this morning and copied to all board members.

Separately, but with very practical ramifications, in order to give gcrb members a formal opportunity for timely input on this highly sensitive issue, (redacted) so that there could be a board meeting. I am now (redacted). As such I needed to capture the issues immediately after the meeting particularly as (redacted) was not present due to (redacted) concerns about potential COI. I have also only just been able to regain phone service due to (redacted). This all may not have been ideal but otherwise gcrb might not have been sighted on this issue at all.

Kind regards,

(redacted)

Sent from my Sony Xperia Z1 Compact on O2

----- Original Message -----

Subject: FW: GCRB Meeting

Sent: 14 Jul 2015 12:08

From: (redacted) <(redacted)>

To: (redacted)

Cc:

Hi (redacted)

(redacted) contacted me last night to ask what the GCRB decided yesterday. I suggested that he contact you directly as I didn't feel it was my place to advise him. I expect he will be touch with you at some point.

Given the importance of the issue and the very strong feeling expressed by the Board that the 'evidence' and findings in the SFC report did not justify the recommendation to remove the Chair of GCC, it might be useful to circulate a note of what was agreed prior to the letter being sent to the Scottish Government.

Regards

(redacted)

Email 56

From: Director of Advanced Learning and Science

Sent: 27 August 2015 12:48

To: Cross M (Michael); (redacted) ; (redacted)

Cc: (redacted) Director of Advanced Learning and Science

Subject: FW: FW: Update on Audit Report

To see

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted)

Sent: 27 August 2015 10:03

To: McKechnie A (Aileen)

Subject: Fwd: FW: Update on Audit Report

----- Forwarded message -----

From: "(redacted)" <(redacted)>

Date: 27 Aug 2015 09:46

Subject: FW: Update on Audit Report

To: "(redacted)"

Cc:

(redacted)

(redacted)

Glasgow Clyde College

Tel.: (redacted)

E-Mail: (redacted)

Sent via Microsoft Outlook Web Application (OWA)

From: (redacted)

Sent: 24 August 2015 20:46

To: (redacted); (redacted); (redacted); (redacted); (redacted); (redacted) ((redacted)); (redacted); (redacted); (redacted); (redacted)

Subject: Update on Audit Report

Dear Board members,

There has been a significant amount of discussion over the last few days between the College, SFC, BDO and Brodies regarding the release of the audit report to SFC.

The Chair of the Board and the Chair of the Audit Committee have been kept informed of the developments as they have occurred and have asked that I provide all Board members with a summary of the current position. I have therefore attached an overview of what has taken place, a copy of an email sent by me this morning to SFC and a copy of a letter sent this afternoon by Brodies on behalf of the College.

I will continue to keep you updated as the situation progresses.

Kind regards

(redacted)

(redacted)

Vice Principal Curriculum/Depute Principal

Email 57

From: Director of Advanced Learning and Science

Sent: 28 August 2015 20:16

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Colleagues

With my apologies – a clean version attached, along with a draft letter to the GCC Chair.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish

Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 28 August 2015 19:33

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); Director of Advanced Learning and Science

Subject: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Please find attached **immediate** advice for First Minister and Cabinet Secretary in relation to next steps around GCC. The note (3 pages) also provides a wider update and seeks a response from Ministers with regard to the handling of the proposed meeting between the Cabinet Secretary and the Chair.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, we continue to (redacted).

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 58

From: Director of Advanced Learning and Science

Sent: 17 August 2015 18:17

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted)

Subject: IMMEDIATE RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Please find attached advice (8 pages plus 7 page annex) to First Minister on the proposals for resolution of the situation at Glasgow Clyde College, along with a draft handling plan (4 pages).

I should be happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

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Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) **On Behalf Of** First Minister

Sent: 03 August 2015 11:36

To: Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Importance: High

Aileen

Thank you for your submission which FM has noted. She has provided the following comment.

(redacted)

Can we get a further update by end week please. FM has also indicated she is happy to speak on phone to AC/Aileen/officials if helpful.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | **T:** (redacted)3 | **M:** (redacted)



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FirstMinister.gov.scot
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From: (redacted) **On Behalf Of** First Minister

Sent: 27 July 2015 13:52

To: Cross M (Michael); First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Michael

Thank you for the update. FM has asked to see the advice on next steps. We plan to get a box together for FM's return from China on Friday – is it possible to get something for then?

(redacted)/ (redacted)– Please note FM has indicated she would also like to discuss with Angela Constance before any action is taken.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | **T:** (redacted)3 | **M:** (redacted)



Office of the First Minister of Scotland
FirstMinister.gov.scot
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From: Cross M (Michael)

Sent: 22 July 2015 16:08

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

We discussed the note a little earlier. Here it is, together with three annexes: Annex A, forming two letters from the Glasgow Colleges Regional Board (below); and Annex B, the letter from Brodies that forms Glasgow Clyde College's response to the SFC report (attached above - with its own annexes), and which you confirmed the FM would like to see. Let me know if you have any difficulty opening the attachments.

Regards

Michael

Email 59

From: Cross M (Michael)

Sent: 31 August 2015 08:30

To: (redacted)

Subject: FW: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Scroll down for (redacted), and the DG's view.

M

From: Director of Advanced Learning and Science
Sent: 31 August 2015 07:37
To: Cross M (Michael); (redacted)
Cc: Director of Advanced Learning and Science
Subject: Fw: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Michael

Let's discuss urgently please.

Aileen

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

(redacted)

From: Johnston P (Paul)
Sent: Sunday, August 30, 2015 07:50 PM
To: Director of Advanced Learning and Science; (redacted)
Subject: Re: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Many thanks for the update Aileen.

(redacted)

But I accept that there are strong arguments the other way, as set out in your note.

I see we now have the advice in from the FM. Does it alter things?

Paul

(redacted)

From: Director of Advanced Learning and Science
Sent: Friday, August 28, 2015 08:15 PM
To: First Minister; Cabinet Secretary for Education and Lifelong Learning
Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ;

Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Colleagues

With my apologies – a clean version attached, along with a draft letter to the GCC Chair.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 28 August 2015 19:33

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); Director of Advanced Learning and Science

Subject: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Please find attached **immediate** advice for First Minister and Cabinet Secretary in relation to next steps around GCC. The note (3 pages) also provides a wider update and seeks a response from Ministers with regard to the handling of the proposed meeting between the Cabinet Secretary and the Chair.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU



I AM AN ALLY

From: (redacted) **On Behalf Of** First Minister

Sent: 24 August 2015 18:43

To: Cabinet Secretary for Education and Lifelong Learning; First Minister

Cc: Permanent Secretary; DG Learning & Justice; Director of Advanced Learning and Science; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business

Subject: RE: OFFICIAL SENSITIVE - Glasgow Clyde College - Note from Cabinet Secretary for Education and Lifelong Learning

Thanks for sending this (redacted),

The First Minister has noted and said that she will speak to Ms Constance at Cabinet.

Kind regards,

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | **T:** (redacted) | **M:** (redacted)



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FirstMinister.gov.scot
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From: Director of Advanced Learning and Science

Sent: 17 August 2015 18:17

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted)

Subject: IMMEDIATE RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Please find attached advice (8 pages plus 7 page annex) to First Minister on the proposals for resolution of the situation at Glasgow Clyde College, along with a draft handling plan (4 pages).

I should be happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, we continue (redacted)

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) **On Behalf Of** First Minister

Sent: 03 August 2015 11:36

To: Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Importance: High

Aileen

Thank you for your submission which FM has noted. She has provided the following comment.

(redacted)

Can we get a further update by end week please. FM has also indicated she is happy to speak on phone to AC/Aileen/officials if helpful.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: (redacted)3 | M: (redacted)



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From: Director of Advanced Learning and Science

Sent: 31 July 2015 16:06

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Please find attached further advice on the position at GCC.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) On Behalf Of First Minister

Sent: 28 July 2015 10:13

To: Cross M (Michael); First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People;

Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted)); (redacted) ; (redacted) ; (redacted) ; Director of Advanced Learning and Science
Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

That would be helpful, thanks Michael. If we could have something by 4pm on Friday that would be great.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: (redacted)3 | M: (redacted)



From: Cross M (Michael)

Sent: 28 July 2015 09:28

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted)); (redacted) ; (redacted) ; (redacted) ; Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

We shall have further material for Ministers this week, though the advice in that may not be conclusive: our examination of the material we have suggests we'll need to return to the College for further information. In all this we recognise the need to move with pace, but to do so in a way that is absolutely consistent with the due process in which we're engaged. We will though have something for Friday - what is your deadline?

Michael

From: (redacted) **On Behalf Of** First Minister

Sent: 27 July 2015 13:52

To: Cross M (Michael); First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted)); (redacted) ; (redacted) ; (redacted) ; Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Michael

Thank you for the update. FM has asked to see the advice on next steps. We plan to get a box together for FM's return from China on Friday – is it possible to get something for then?

(redacted)/ (redacted)– Please note FM has indicated she would also like to discuss with Angela Constance before any action is taken.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: **(redacted)**3 | M: **(redacted)**



Office of the First Minister of Scotland
FirstMinister.gov.scot
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From: Cross M (Michael)

Sent: 22 July 2015 16:08

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; **(redacted)** Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; **(redacted)** ; **(redacted)** ; **(redacted)** ; **(redacted)**); **(redacted)** ; **(redacted)** ; **(redacted)** ; **(redacted)** ; Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

We discussed the note a little earlier. Here it is, together with three annexes: Annex A, forming two letters from the Glasgow Colleges Regional Board (below); and Annex B, the letter from Brodies that forms Glasgow Clyde College's response to the SFC report (attached above - with its own annexes), and which you confirmed the FM would like to see. Let me know if you have any difficulty opening the attachments.

Regards

Michael

Email 60

From: **(redacted)**

Sent: 31 August 2015 19:46

To: Cross M (Michael); Director of Advanced Learning and Science

Cc: **(redacted)** ; **(redacted)** ; **(redacted)**; Johnston P (Paul); **(redacted)** ; **(redacted)**); **(redacted)**

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted)

From: (redacted)

Sent: 31 August 2015 19:33

To: Cross M (Michael); Director of Advanced Learning and Science

Cc: (redacted) ; (redacted) ; (redacted); Johnston P (Paul); (redacted) ; (redacted)); (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Michael,

(redacted)

From: Cross M (Michael)

Sent: 31 August 2015 16:01

To: Director of Advanced Learning and Science; (redacted)

Cc: (redacted) ; (redacted) ; (redacted)); (redacted)

Subject: FW: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Aileen

With thanks to (redacted) for his draft, here is something on the lines of the advice commissioned below, and about which we spoke this morning. (redacted)

Meanwhile (Aileen), (redacted) and (redacted) are working on a 'statement of concern' and at least a draft of that will be available to take its place at Annex B to the attached draft. I have separately the pros and cons of meeting the Chair. I thought that might go forward separately from the minute.

Michael

From: (redaction) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 31 August 2015 08:42

To: Cabinet Secretary for Education and Lifelong Learning; Director of Advanced Learning and Science

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted)); (redacted) ; Cross M (Michael); (redacted) ; (redacted) ; (redacted) ; Johnston P (Paul)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Aileen,

Following the First Minister's comments, Ms Constance would be grateful for a further submission as soon as possible. (redacted)

Many thanks,

(redacted)

(redacted) | PS to Cabinet Secretary for Education and Lifelong Learning | Room 4N.08 | St Andrews House | Edinburgh | EH1 3DG (redacted) | (redacted)

From: Director of Advanced Learning and Science

Sent: 28 August 2015 19:33

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); Director of Advanced Learning and Science

Subject: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

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Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) **On Behalf Of** First Minister

Sent: 27 July 2015 13:52

To: Cross M (Michael); First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Michael

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Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: (redacted)3 | M: (redacted)



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Sent: 22 July 2015 16:08

To: First Minister

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Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

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Regards

Michael

Email 61

From: Director of Advanced Learning and Science

Sent: 31 August 2015 19:56

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Johnston P (Paul); (redacted); Cross M (Michael); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Director of Advanced Learning and Science; (redacted)

Subject: IMMEDIATE OFFICIAL SENSITIVE - GCC

(redacted)

With apologies for the late delivery, please find attached draft further advice to First Minister for Ms Constance's consideration. This seeks to address the points outlined in the FM's note of yesterday: (redacted). We will work up a revised handling plan in early course.

Ms Constance asked for advice on meeting the Chair. This is listed below and can be incorporated in the formal FM advice if necessary.

Meeting the Chair – pros & cons

(redacted)

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 62

From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

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I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 63

From: Cabinet Secretary for Education and Lifelong Learning

Sent: 03 August 2015 19:47

To: Director of Advanced Learning and Science

Cc: DG Learning & Justice; (redacted) (redacted) ; (redacted) ; Cross M (Michael)

Subject: Re: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Importance: High

Hi Aileen,

Just spoke to Cab Sec - she is keen to minimise the disruption to FM's holiday and wonders if we can get a line out to her this evening to address the concerns expressed below.

Ms Constance would be grateful if you could feed back to FM's office that:
(redacted)

Please give me a call if you wish to discuss: (redacted)

Thanks,

(redacted)

(redacted)

Private Secretary

Cabinet Secretary for Education and Lifelong Learning

Email 64

From: Director of Advanced Learning and Science

Sent: 09 August 2015 21:43

To: (redacted) (redacted)

Cc: Cross M (Michael); Director of Advanced Learning and Science

Subject: FW: private and confidential

To see

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 09 August 2015 21:43

To: '(redacted)'

Subject: RE: private and confidential

(redacted)

Thanks for sight – reads well. I wonder if it there might be merit in referencing that we have already discussed to pre-empt a response that you and I should meet to discuss?

Speak soon,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]

Sent: 08 August 2015 19:23

To: Director of Advanced Learning and Science

Subject: private and confidential

Aileen Hi,

Further to our discussion on Friday, I just wanted out of courtesy to check with you in advance of properly formatting and sending that the following text would not cause any difficulties for you or the CS

Dear Angela,

I write to you privately in my capacity as your appointee to the role of Interim Chair of Glasgow Colleges' Regional Board, although I am not writing on behalf of the Board.

I have significant concerns that the wider implications and knock-on effects of the ongoing situation at Glasgow Clyde College are already seriously comprising my ability to deliver both the specific and

general expectations that you have of me as defined in my letter of appointment to GCRB. I am also very mindful of the potential further impact that any Government action, or indeed inaction, may have moving forwards.

I have given considerable thought to the current and future risks associated with this situation and their likelihood of impacting on the key tasks facing GCRB organisationally as well as those critical relationships that it needs to rebuild.

As a result, I fear that far from being contained within the Board of Glasgow Clyde College, the way this situation develops could lead to: direct and negative ramifications for students and staff (both at Clyde and elsewhere in the City), further damage to working relationships with key stakeholders and other assigned colleges, questions around GCRB's own governance, and financial and reputational loss for the Glasgow region. More specifically, I'm concerned about how this might relate to GCRB's future status and activities as a fully operational fundable body – a status that I am seeking to achieve within the fastest possible time as per my objectives in this role.

I am keen to take a proactive approach and would welcome an early opportunity to share these concerns more fully and explain some of the background thinking and scenario analysis that has prompted me to write directly to you with them.

(redacted)

(redacted)



Email 65

From: Director of Advanced Learning and Science

Sent: 02 September 2015 14:10

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Johnston P (Paul); Director of Advanced Learning and Science; Cross M (Michael); (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted)

Subject: IMMEDIATE - OFFICIAL SENSITIVE - NEXT STEPS ON GCC

(redacted)

With apologies for slow delivery, please find attached (a) revised draft advice to ministers; (b) a draft letter to the Chair and Board. We are separately crafting the statement which will provide the annex to the letter and outline the concerns of ministers. (redacted)

It would be helpful to have any comments from Ms Constance to allow us to put formally into the system to FM as soon as practicable. We would hope that the letters could issue today if the approach is approved.

Happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 66

From: Cross M (Michael)

Sent: 02 September 2015 16:44

To: Director of Advanced Learning and Science; (redacted) (redacted) (redacted)

Cc: DG Learning & Justice; Johnston P (Paul); (redacted) (redacted) (redacted)

Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - NEXT STEPS ON GCC

Aileen

In response to your questions:

(i) I can investigate what happened on the Midwifery Council. But I do think there is a strong - and defensible - case, rooted in material we have, for not pursuing a clean sweep. If our case for removal of the Board rests on its collective responsibility for failure (manifest in both a failure to challenge the Chair, and at points, collusion in his flawed approach) it is hard, given the material we have, to see how either of those failures can be ascribed to the individual in question, given her history of challenge to the Chair, often, as we know, in difficult circumstances.

(ii) we can provide advice and a script for calls with Messrs (redacted) and (redacted).

(redacted)

Michael

From: Director of Advanced Learning and Science
Sent: 02 September 2015 15:58
To: Cross M (Michael); (redacted) (redacted) (redacted)
Cc: DG Learning & Justice; Johnston P (Paul); (redacted) (redacted) (redacted) Director of Advanced Learning and Science
Subject: RE: IMMEDIATE - OFFICIAL SENSITIVE - NEXT STEPS ON GCC
Importance: High

Folks

The Cabinet Secretary has agreed the approach and the draft letter; she'd like the advice to go to FM (redacted) urgently. She remains keen to move swiftly.
(redacted)

The only issues flagged by Ms Constance are (a) (redacted) (b) (redacted). I have tweaked the advice to indicate that separate advice will follow in relation to these 2 matters.

(redacted)

Many thanks

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

From: Director of Advanced Learning and Science
Sent: 02 September 2015 14:10
To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Johnston P (Paul); Director of Advanced Learning and Science; Cross M (Michael); (redacted) (redacted) (redacted) (redacted) (redacted) (redacted)
Subject: IMMEDIATE - OFFICIAL SENSITIVE - NEXT STEPS ON GCC

(redacted)

With apologies for slow delivery, please find attached (a) revised draft advice to ministers; (b) a draft letter to the Chair and Board. We are separately crafting the statement which will provide the annex to the letter and outline the concerns of ministers. (redacted)

It would be helpful to have any comments from Ms Constance to allow us to put formally into the system to FM as soon as practicable. We would hope that the letters could issue today if the approach is approved.

Happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

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Email 67

<< OLE Object: Picture (Device Independent Bitmap) >> << OLE Object: Picture (Device Independent Bitmap) >>

From: Director of Advanced Learning and Science

Sent: 02 September 2015 14:10

To: Cabinet Secretary for Education and Lifelong Learning

Cc: DG Learning & Justice; Johnston P (Paul); Director of Advanced Learning and Science; Cross M (Michael); (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted)

Subject: IMMEDIATE - OFFICIAL SENSITIVE - NEXT STEPS ON GCC

(redacted)

With apologies for slow delivery, please find attached (a) revised draft advice to ministers; (b) a draft letter to the Chair and Board. We are separately crafting the statement which will provide the annex to the letter and outline the concerns of ministers. (redacted).

It would be helpful to have any comments from Ms Constance to allow us to put formally into the system to FM as soon as practicable. We would hope that the letters could issue today if the approach is approved.

Happy to discuss.

Aileen

<< File: Official Sensitive - Glasgow Clyde College - advice to Ministers - 02-09-15.docx >> - advice to ministers

<< File: A12067225 02-09-15.docx >> - draft letter to Chair and Board

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

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Email 68

From: Cross M (Michael)
Sent: 02 September 2015 17:58
To: Director of Advanced Learning and Science
Cc: (redacted)
Subject: RE: A12067225 02-09-15 - CO comments

[Here it is.](#)

M

From: Director of Advanced Learning and Science
Sent: 02 September 2015 17:51

To: Cross M (Michael)
Cc: (redacted)
Subject: Re: A12067225 02-09-15 - CO comments

Thanks - will await statement

A

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

From: Cross M (Michael)
Sent: Wednesday, September 02, 2015 05:46 PM
To: Director of Advanced Learning and Science
Cc: (redacted)
Subject: FW: A12067225 02-09-15 - CO comments

Aileen
Letter in finally agreed form.
M
<<A12067225 02-09-15 - CO comments.docx>>

(redacted)

Email 69

From: Director of Advanced Learning and Science
Sent: 03 August 2015 21:52
To: First Minister
Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister
Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, we continue (redacted)

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) On Behalf Of First Minister

Sent: 03 August 2015 11:36

To: Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Importance: High

Aileen

Thank you for your submission which FM has noted. She has provided the following comment.

(redacted)

Can we get a further update by end week please. FM has also indicated she is happy to speak on phone to AC/Aileen/officials if helpful.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | **T:** (redacted)3 | **M:** (redacted)



Office of the First Minister of Scotland

FirstMinister.gov.scot

Prìomh Mhinistear na h-Alba



From: Cross M (Michael)

Sent: 28 July 2015 09:28

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

We shall have further material for Ministers this week, though the advice in that may not be conclusive: our examination of the material we have suggests we'll need to return to the College for further information. In all this we recognise the need to move with pace,

but to do so in a way that is absolutely consistent with the due process in which we're engaged. We will though have something for Friday - what is your deadline?

Michael

From: (redacted) **On Behalf Of** First Minister

Sent: 27 July 2015 13:52

To: Cross M (Michael); First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Michael

Thank you for the update. FM has asked to see the advice on next steps. We plan to get a box together for FM's return from China on Friday – is it possible to get something for then?

(redacted)/ (redacted)– Please note FM has indicated she would also like to discuss with Angela Constance before any action is taken.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: (redacted)3 | M: (redacted)



Office of the First Minister of Scotland

FirstMinister.gov.scot

Priomh Mhinistear na h-Alba



From: Cross M (Michael)

Sent: 22 July 2015 16:08

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

We discussed the note a little earlier. Here it is, together with three annexes: Annex A, forming two letters from the Glasgow Colleges Regional Board (below); and Annex B, the

letter from Brodies that forms Glasgow Clyde College's response to the SFC report (attached above - with its own annexes), and which you confirmed the FM would like to see. Let me know if you have any difficulty opening the attachments.

Regards

Michael

Email 70

From: (redacted)

Sent: 04 September 2015 10:06

To: Director of Advanced Learning and Science; Cross M (Michael); (redacted) ; (redacted); (redacted) ; (redacted)

Cc: (redacted)

Subject: RE: OFFICIAL SENSITIVE FW: Strictly Privileged and Confidential: Glasgow Clyde College [BRO-D.FID3179973]

Thanks, Aileen

I attach an amended letter. Will of course transfer across any changes to the non-execs letter.

Key things for me from BDO's summary of findings

- 1) There is a FM between SFC and GCC (para 52, p16). FM notes that responsibility for ensuring compliance rests with governing body (Board of Management) (para 76).
- 2) GCC's documented purchasing and procurement policies are consistent with the requirement of the SFC and Scottish Government. (para 80)
- 3) GCC's own procedures were not followed in respect of Delegated Financial Levels document and Procurement Purchasing Procedures (para 58)
 - a. No report to director of finance (required for novel, contentious or repercussive expenditure) (para 59);
 - b. Purchase order completed after solicitors were instructed (para 60);
 - c. Finance office not contacted (required for emergency orders) (para 61).
- 4) No estimates were obtained; the commitment was open ended (para 72)
- 5) A purchase order was raised for (redacted) for each of the two strands of Simpson & Marwick work. This was signed by the chair and was not based on any fee estimate (para 66).
- 6) The Board and Secretary were unaware of the procurement processes to be followed (para 81)
- 7) There was technical breach of FM in the due process was not followed. In mitigation at the time was a reasonable assumption that the total invoice value would remain below £25k. (para 62)
- 8) SFC gave GCC advance approval to continue to instruct Brodies (para 74)
- 9) **FM does not explicitly extend to cover procurement where it is not known from the outset the full extent of cost may turn out to be. (para 62)**

10) Technically there has been no breach of delegations as invoices have not been paid to date (para 71)

The report makes no findings on the processes to control the costs. Or why the two purchase orders that had been raised did not serve to limit the cost to (redacted) each.

The report does not try to answer the question whether had college processes been followed properly the college would have sought SFC prior approval before commissioning the service of Simpson & Marwick (given the expectation was that costs would be no more than (redacted)). The interview with (redacted) indicated that this was an issue for (redacted) from the outset (26 February) (para 18).

Other points that particularly struck me from the interviews:

(redacted) – board was using its own lawyers and public relations team; total invoiced amounts from Simpson & Marwick (redacted); the board had been involved solely with Simpson & Marwick (para 18)

(redacted) – the articles of GCC allowed for the suspension of the principal and the Depute Principal to step up to acting principal; he did not assume that the purchase orders limited the fees – they had already exceeded (redacted) by that point (para 21)

(redacted) – unsure what experience/support/training the board secretary had (para 25)

(redacted)

(redacted)

[College Policy Team](#) | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | [The Scottish Government](#)

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

 (redacted)

[#collegesforscotland](#)

Email 71

From: (redacted) **On Behalf Of** First Minister

Sent: 04 September 2015 17:19

To: Director of Advanced Learning and Science; First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for

Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

FM has noted the information below and is content with the recommendation provided.

Kindest regards

(redacted)

DPS/First Minister of Scotland

(redacted)



Office of the First Minister of Scotland

FirstMinister.gov.scot

Prìomh Mhinistear na h-Alba



From: Director of Advanced Learning and Science

Sent: 02 September 2015 18:05

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ;

Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Copy to DFM PO for information

Many thanks for the swift response. Please find attached supplementary advice (6 pages of advice + 8 pages of annexes), which has been agreed with Ms Constance;

and a draft letter (with associated annex) to issue to the Chair and Board, outlining Ministerial concerns and providing an opportunity to respond. (redacted).

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



From: Director of Advanced Learning and Science

Sent: 28 August 2015 19:33

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); Director of Advanced Learning and Science

Subject: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Please find attached **immediate** advice for First Minister and Cabinet Secretary in relation to next steps around GCC. The note (3 pages) also provides a wider update

and seeks a response from Ministers with regard to the handling of the proposed meeting between the Cabinet Secretary and the Chair.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 72

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 04 September 2015 17:16

To: Director of Advanced Learning and Science

Cc: (redacted) ; DG Learning & Justice; Johnston P (Paul); Cross M (Michael); (redacted) ; (redacted)); (redacted) ; (redacted)

Subject: RE: OFFICIAL SENSITIVE - GCC

Thanks Aileen,

I pressed FM's office again earlier, but as a consequence of the refugee summit they haven't managed to get a steer from her.

(redacted)

Will await further advice.

(redacted)

From: Director of Advanced Learning and Science
Sent: 04 September 2015 17:07
To: Cabinet Secretary for Education and Lifelong Learning
Cc: (redacted) ; DG Learning & Justice; Johnston P (Paul); Director of Advanced Learning and Science; Cross M (Michael); (redacted) ; (redacted); (redacted) ; (redacted)
Subject: OFFICIAL SENSITIVE - GCC

(redacted)

We are crafting further advice for Ms Constance about (a) the elected staff members; (b) the GCC audit report (received last night) and on which we are seeking financial advice; (c) the revised timetable; and (d) handling.

Our working assumption now is that we will not take any action until next week, when we hear from the First Minister; and that we will now await the outcome of the staff elections on Tuesday, 8 September and take collective action, should that be Ministers' wish. This shifts the timings quite considerably, given the requirement to provide 72 hours for consideration; (redacted).

I wanted to bring to Ms Constance's attention that we may now be considering action on Friday, 18 September.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

Email 73

From: (redacted)
Sent: 24 July 2015 09:19
To: (redacted); (redacted)
Subject: FW: ALERT FW: OFFICIAL - SENSITIVE - Glasgow Clyde College

For the file, thanks.

(redacted)

Head of College Policy | Colleges & Adult Learning; Funding & Policy Division | Employability, Skills and Lifelong Learning Directorate | **The Scottish Government** – 6th Floor, 5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU
☎ (redacted) | (redacted)

From: Johnston P (Paul)
Sent: 21 July 2015 18:07
To: Cross M (Michael)
Cc: Director of Advanced Learning and Science; (redacted) ; (redacted) ; (redacted) ; (redaction); McKechnie A (Aileen); (redacted) DG Learning & Justice
Subject: RE: ALERT FW: OFFICIAL - SENSITIVE - Glasgow Clyde College

Michael

Many thanks for sight of the draft. I'm generally content, but wonder whether we are saying more than is necessary at this stage in relation to mediation.

(redacted)

Could we give some thought to the sort of mediation that might be required (who would be involved, with what range of possible acceptable outcomes etc.) and put further advice to Ministers in light of that? For tomorrow's update, it might suffice to say that we'll consider further whether mediation remains a possible way forward.

Happy to speak.

Paul

From: Cross M (Michael)
Sent: 21 July 2015 17:33

To: Director of Advanced Learning and Science; (redacted)
Cc: (redacted) ; (redacted) ; (redaction); McKechnie A (Aileen); (redacted) DG Learning & Justice
Subject: RE: OFFICIAL - SENSITIVE - Glasgow Clyde College

Aileen, cc as before

I'm afraid I've been in and out of meetings all day, but have just now been able to turn my hand to an update note for FM and Cab Sec ELL. FM wants this by 16.00 tomorrow, so I should be very grateful for any comments by noon tomorrow. That will allow me to get this forward, and accommodate my next round of regional chair appraisals tomorrow afternoon.

Michael

From: Cross M (Michael)
Sent: 21 July 2015 13:21
To: Director of Advanced Learning and Science; (redacted)
Cc: (redacted) ; (redacted) ; (redacted); (redaction); McKechnie A (Aileen); (redacted) DG Learning & Justice
Subject: RE: OFFICIAL - SENSITIVE - Glasgow Clyde College

Aileen

Thanks. I think the following are immediate priorities:

- the update note for FM, to comprise:
 - latest on the disciplinary (correspondence from the Principal's solicitors);
 - summary of GCRB response to SFC report;
 - summary of GCC (via Brodies) response to SFC report; and
 - our next steps ahead of substantive advice to Ministers (see below).
- acknowledgement of Brodies letter, making clear we are considering its content.
(redacted)
- (redacted).
- clarity on GCRB's next step. I gather a further letter from the GCRB Chair may be in prospect, making clear the strength of feeling among her members on the SFC report, and the wider matter of the SFC's "pursuit" of the GCC Chair.

- clarity on any further moves on mediation. Your (Aileen) mail to Laurence Howells of Friday evening is especially relevant here. I am speaking to Laurence this afternoon.

Grateful for views, inc. (redacted). I'm now off to another regional chair appraisal, but back at around 14.45.

Michael

From: Director of Advanced Learning and Science
Sent: 21 July 2015 09:55
To: Cross M (Michael); (redacted)
Cc: (redacted) ; (redacted) ; (redacted); (redaction); McKechnie A (Aileen); (redacted) DG Learning & Justice
Subject: Re: OFFICIAL - SENSITIVE - Glasgow Clyde College

Michael, (redacted)

It would be useful for us all to understand the planned programme of work for this week; who's doing what, when; what additional information we need from SFC (I note we still haven't put our list to them); whether we go back to GCC or not; planned approach to GCRB; and when we're likely to have advice for ministers. If not this week, then we'll need an update note on developments thus far.

Many thanks,

Aileen

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

From: Director of Advanced Learning and Science
Sent: Tuesday, July 21, 2015 10:49 AM
To: Johnston P (Paul); (redacted)
Cc: Cross M (Michael); DG Learning & Justice; (redacted) ; (redacted) ; (redacted) ; (redacted); (redaction); Director of Advanced Learning and Science; McKechnie A (Aileen)

Subject: Re: OFFICIAL - SENSITIVE - Glasgow Clyde College

Paul

Thank you for your note. Quick commentary below:

1. We have been aware for some time of the concerns articulated by GCC in relation to the SFC's locus in conducting the review. The SFC itself took legal advice on this matter before it proceeded. (redacted). We had been working on the basis that the SFC report might not be useable if subject to challenge.

2. The mediation currently in play does not relate to the conduct of the Chair. It previously related to the position with the Principal. It now appears to be shifting to dealing with relations between GCC and SFC. (redacted). I'm not sure that the mediation currently in play will add any value to the situation (having discussed at length with (redacted) on Friday). The Chair has previously asked to meet with Ms Constance. (redacted) This remains, however, a possibility. You'll have seen from the note of my meeting with the Chair on 2 July his desire for this not to get to the parliamentary stage.

3. We have worked hard throughout this to seek to ensure a fair and transparent process in relation to the disciplinary, whilst being clear it is entirely outwith our locus. We understand the support team now in place are raising constructive questions about the process and have already secured a 4 week delay to allow them to build up a stronger case.

4. There will doubtless be much learning from all this. We'll all want to spend some time on capturing all the lessons (including in relation to wider governance and to use of advisers) once we're through this.

Finally, there is a sub-set of GCRB members who are vocal in their views around this matter and understand their role to be to (redacted) in support of GCC. This group includes (redacted), (redacted). This has the potential to add further heat to the matter. We're discussing with the Chair how best to manage this - but should involve Comms colleagues as the risks of this now being made public have, in my view, increased.

I'd be happy to discuss if helpful.

Aileen

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

From: Johnston P (Paul)

Sent: Monday, July 20, 2015 09:54 AM

To: (redacted)

Cc: Cross M (Michael); Director of Advanced Learning and Science; DG Learning & Justice; (redacted); (redacted); (redacted); (redacted)

Subject: OFFICIAL - SENSITIVE - Glasgow Clyde College

(redacted) and colleagues

Many thanks for sending on the background papers in relation to the GCC. I have now had an opportunity to read through them.

I appreciate all of the very careful work that has been done to handle this situation and bring it to a conclusion. My comments below are based largely on reading through the papers, and I'm therefore well aware that there will be things that I am missing. In particular, I don't know the individuals involved in the college and SFC. I have four points at this stage.

(redacted)

Happy to speak further.

Paul

Paul Johnston | Interim Director General Learning and Justice | Scottish Government | 1W11-A, St Andrew's House, Edinburgh, EH1 3DG | Tel: 0131 244 2814 | Mobile: 07825 861 341

From: (redacted)

Sent: 17 July 2015 11:30

To: Johnston P (Paul)

Cc: Cross M (Michael); Director of Advanced Learning and Science; DG Learning & Justice; (redacted); (redacted); (redacted); (redacted)

Subject: Glasgow Clyde College

Paul

I have put together a judicious selection of papers (on their way by courier) which I hope gives you a good feel for the story so far. Essentially there are 3 inter-related bundles:

- advice for Ministers
- SG direct engagement with Chair and the Board, led by Aileen
- Parliamentary and media interest

The key things to note – many of which we touched on yesterday are as follows. My understanding from Aileen's discussions with Cab Sec is that, on the basis of what she knows so far ((redacted)), (redacted). (redacted) – particularly against the backdrop of GCRB and (redacted) resignation.

In terms of specific areas of concern, the papers should give you some of the detail as well as the colour. As you know, the key theme is one of poor governance manifested in the suspension of the Principal and arrangements for the disciplinary hearing (postponed from 20 July for 4 weeks); board decision-making more generally; and the procurement of legal services. Part of the mix is the deteriorating and (redacted) relationship with the student association representatives. The students and one of the staff representatives have consistently challenged the Chair and the Board.

As we discussed, the Chair's interaction with SG and SFC has been (redacted). Naturally, (redacted). I should say that throughout this period there have been a few points at which the Chair appeared to be willing to consider mediation – and a different way forward. Whilst this is still on the table – led by (redacted) , (redacted), we are not at all hopeful.

Finally summaries of PQs, media and press coverage will give you a feel for the volume and nature of stakeholders' concerns – namely the board's treatment of the Principal and the students.

We received a letter from the Board's solicitors last night, in response to Aileen's letter of 30 June; we still await a response to her letter of 3 July inviting comment on the SFC report and requesting a range of information, consistent with our statutory powers.

If you want to discuss any of this today, please do give me a ring. I've attached a short notice of annual leave for the key people involved in this work from the team (redacted).

(redacted)

-----Original Message-----

From: Johnston P (Paul)

Sent: 16 July 2015 14:49

To: (redacted)

Cc: Cross M (Michael); Director of Advanced Learning and Science; DG Learning & Justice

Subject: GCC

(redacted)

Many thanks for taking the time to speak earlier. There were no specific issues arising from the subsequent discussion that I had with Perm Sec, other than agreement that I'd remain close to this at the moment given the sensitive nature of the issues that you are handling.

I'll take some time to read through the papers that I haven't yet digested and may have some further questions. In Aileen's absence, I'd welcome sight of the advice to the Cab Sec in advance of it going up if time will allow for that. Could you also let me know what the Cab Sec has said about the issues to date?

If you wish to discuss matters urgently at any point or alert me to significant developments, don't hesitate to call or text me on (redacted).

Thanks again

Paul

Email 74

From: (redacted)

Sent: 07 September 2015 13:36

To: (redacted)

Cc: Laurence Howells; (redacted) ; (redacted); (redacted); (redacted); (redacted)

Subject: RE: Glasgow Clyde College - BDO report


Thanks, (redacted)

Just to be clear: is it the view of SFC that there has been a breach of the delegated limit? I ask because the BDO report suggests there has not technically been a breach as the invoices have not been paid “Technically there has been no breach of delegations as invoices have not been paid to date”. (para 71). BDO also advise the “FM does not explicitly extend to cover procurement where it is not known from the outset the full extent of cost may turn out to be.” (para 62) I should welcome your comments on this.

(redacted)

[College Policy Team](#) | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | [The Scottish Government](#)

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

 (redacted)

[#collegesforScotland](#)

From: (redacted)

Sent: 07 September 2015 13:17

To: (redacted)

Cc: Laurence Howells; (redacted) ; (redacted); (redacted); (redacted); (redacted)

Subject: Glasgow Clyde College - BDO report

(redacted)

(redacted) asked me to write to you to regarding the BDO internal audit report investigating Glasgow Clyde College’s processes and expenditure associated with legal and management consultancy advice. The report confirms that the College has breached the delegated limit for non-competitive procurement action under the terms of the Council’s Financial Memorandum with colleges (Part 3, para . 36: “Any proposal to award a contract without competition (non-competitive action) must be approved in advance by SFC. Specific delegated authority is given to award a contract without competition for £25,000 or less without advance approval”). The report confirms that the College’s financial procedures had not been complied with in managing the Simpson & Marwick contract, providing further evidence of weak governance and management of expenditure at the College and representing a breach of para. 16 of Part 1 of the FM: “SFC must be able to rely on the whole system of governance, management and conduct of the institution to safeguard all funds of the institution deriving from the Scottish Ministers and to achieve the purposes for which these funds are provided.”

Please let me know if you’ve any questions.

Regards

(redacted)

Email 75

From: (redacted)

Sent: 07 September 2015 10:03

To: (redacted)

Cc: Cross M (Michael); (redacted) Director of Advanced Learning and Science; (redacted)

Subject: FW: OFFICIAL SENSITIVE FW: Strictly Privileged and Confidential: Glasgow Clyde College [BRO-D.FID3179973]

Importance: High

(redacted)

As discussed, grateful for your advice on the attached. As I am sure you will appreciate, this is particularly sensitive information.

If possible, it would be helpful to receive your comments by 2pm. Please let me know if that is unrealistic.

I attach the draft statement of our concerns. One of the changes I have highlighted brings out the issue of costs being incurred.

We consider there has been a breach of a term and condition of grant . The relevant Financial Memorandum (FM) includes text, which I have underlined.

17. The institution's specific delegated financial limits are set out in **Appendix A**. The institution must obtain SFC's prior written approval before entering into any undertaking to incur any expenditure that falls outwith these delegations.

However the attached audit report finds, among other things

"FM does not explicitly extend to cover procurement where it is not known from the outset the full extent of cost may turn out to be." (para 62)

“Technically there has been no breach of delegations as invoices have not been paid to date”. (para 71).

I should welcome your views on whether the audit report provides as with sufficient grounds for including the breach in our statement of concern. Any other comments on the report would be gratefully received.

Happy to discuss further if that would be useful.

The FM is at

[http://www.sfc.ac.uk/web/FILES/Guidance_Governance/Financial_Memorandum_with_the_College_Sector - 1 December 2014.pdf](http://www.sfc.ac.uk/web/FILES/Guidance_Governance/Financial_Memorandum_with_the_College_Sector_-_1_December_2014.pdf)

The college received the attached notification that it applied to it.

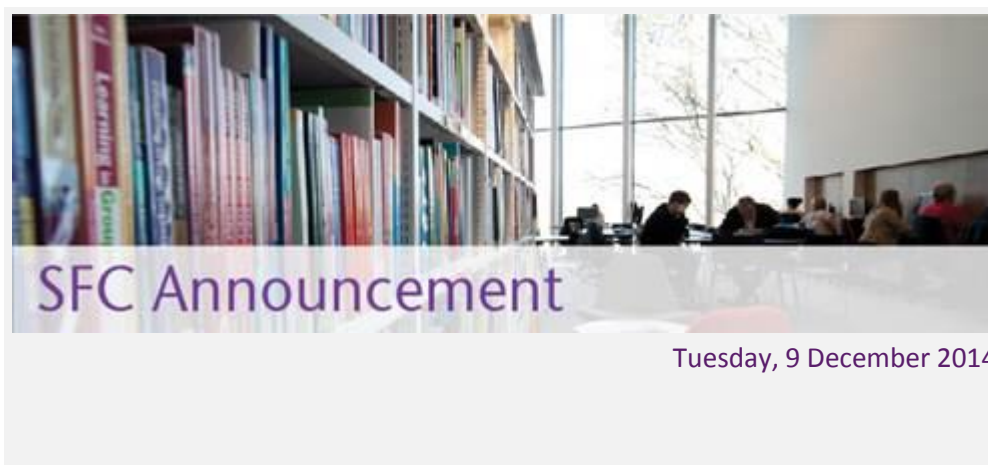
From: Scottish Funding Council

Sent: 09 December 2014 08:58

To: Scottish Funding Council

Cc: (redacted); (redacted) ; (redacted); (redacted); (redacted)

Subject: Introduction of new Financial Memoranda



We have published new [Financial Memoranda](#) (FM) for higher education institutions and fundable bodies in the college sector. The FM sets out the formal accountability relationship between SFC and institutions, and the requirements with which institutions are expected to comply in return for payment of grant by SFC.

In developing the new FM, we have taken the opportunity, where possible, to consolidate and simplify the accountability requirements placed on institutions. Our aim overall has been to ensure that the main accountability requirements placed on institutions are brought together – and readily available – in a single document.

Alongside the new FM, we have published the outcomes of the short, technical consultation that we undertook with the sectors earlier in the year.

Related documents:

- [Financial memorandum with Higher Education Institutions](#) (PDF)
- [Financial Memorandum with Fundable Bodies in the College Sector](#) (PDF)
- [Introduction of new Financial Memoranda: outcomes of consultation](#) (PDF)

Assigned colleges

FM between Regional Strategic Body and assigned colleges

The Post-16 Education (Scotland) Act 2013 sets out legislative changes to support the restructuring of the college sector along regional lines. In the three multi-college regions, the Regional Strategic Body (RSB) is responsible for securing coherent provision of further and higher education in its region, through its assigned colleges. The new FM between SFC and the RSB requires it, in turn, to put in place a FM with each of its assigned colleges.

We have issued to the Chairs of the RSBs a template FM between RSBs and assigned colleges, which is modelled on the main college sector FM. This template can be tailored to the needs of individual regions; we expect the RSB to work with its assigned colleges to develop the local FM. This FM will be subject to approval by SFC.

See section 7 of the Post-16 Education (Scotland) Act 2013 for the substituted section 24 of the Further and Higher Education (Scotland) Act 1992

<http://www.legislation.gov.uk/asp/2013/12/section/7>

(redacted)

College Policy Team | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | **The Scottish Government**

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

☎ (redacted)

[#collegesforScotland](#)

(redacted)

Email 76

From: Director of Advanced Learning and Science

Sent: 08 September 2015 17:36

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Please find attached further advice to Ministers on next steps and handling, including a draft letter and associated annex to issue to board members tomorrow. The redacted internal audit report is also attached for information.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 77

From: Director of Advanced Learning and Science

Sent: 05 August 2015 13:22

To: Cross M (Michael); (redacted) (redacted)

Cc: Director of Advanced Learning and Science

Subject: OFFICIAL SENSITIVE - GCC

Folks

Read-out from various conversations this week:

- (redacted) – has been to BDO to read the audit report and has emailed the Chair about next steps. Conclusion of the report is that there are lessons to be learned but qualified by this was an unprecedented time for the board. (redacted). There has been no contact from the Chair or the Board about the end of his term of appointment. (redacted) asked whether, with the 2 staff members being stood down, if the Board was still quorate. He advised that he was not aware of a date being set yet for the disciplinary; and that the costs were now in the region of (redacted).

- (redacted) – advised that she'd asked the Board about impact on student enrolments; staff morale; staff absence. The Chair advised that the Board (redacted).
- Paul Johnstone– we spoke at length this morning around relationships and influencers; leverage via other sources; the various possible scenarios and contingencies in play; Leslie's desire to demonstrate that we are being proactive, not reactive. We agreed that I would seek advice from (redacted) (he's a known figure in the meditation field). I've subsequently discussed this with (redacted).
- (redacted)

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 78

From: Cross M (Michael)

Sent: 09 September 2015 10:36

To: Cabinet Secretary for Education and Lifelong Learning; Director of Advanced Learning and Science; First Minister; (redacted)

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

(redacted) and I had a brief word this morning, further to the note from (redacted) below.

We agreed it might be helpful for the LA to be aware of the attached letter from Aileen McKechnie to Glasgow Clyde College Board members, dated 3 July. In it (and, specifically, in the Annex), Aileen makes clear the options open to Ministers in the event of Board failure, and that those include the removal of Board members from office. I send this since I gather the LA may have been unaware that members of the Clyde College Board had previously been advised of this prospect; feedback from a meeting last week at the Glasgow Colleges Regional Board - at which Clyde Board members were present - leads us to understand that they are well aware of this possible outcome.

You will see from the note below that there is considerable urgency now attaching to this case.

Do let me know if we can help further.

Michael

n.b.: the attached document is a mail merge comprising several letters; only the first four pages need to be printed.

Michael Cross

Head of Colleges, Young Workforce & SFC Sponsorship Division

Deputy Director, Advanced Learning & Science Directorate

Scottish Government

5 Atlantic Quay

Glasgow G2 8LU

Tel.: 0300 244 1292

Email: Michael.cross@gov.scot

Web: www.gov.scot

From: (redacted) **On Behalf Of** First Minister

Sent: 07 September 2015 12:33

To: Director of Advanced Learning and Science; First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Aileen,

Thank you for this. The First Minister has noted this submission and is happy with the recommendation in the minute.

Kind regards,

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: 0131 244 6706 | M:

(redacted)



From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, we continue to (redacted).

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 79

From: Director of Advanced Learning and Science

Sent: 09 September 2015 10:42

To: Cabinet Secretary for Education and Lifelong Learning

Cc: Cross M (Michael); Director of Advanced Learning and Science; (redacted) (redacted) ; (redacted) ; (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted)

We discussed. (redacted)

I'm aware that Ms Constance is meeting the EIS this afternoon. Should the letters issue in advance of that (now looking unlikely), there may be an opportunity for Ms Constance to alert (redacted), privately, in the fringes of that meeting of the letter to (redacted) , Academic Staff Member. (redacted).

Happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, we continue to (redacted)

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 80

From: Cross M (Michael)

Sent: 09 September 2015 14:02

To: (redacted) ; (redacted)

Cc: (redacted) ; (redacted) Director of Advanced Learning and Science; (redacted) ; (redacted); (redacted)

Subject: RE: Final Drafts

(redacted)

I'm picking this up in In (redacted) absence on jury duty. Thank you for this confirmation: we shall now move to arrange issue of the letters through Ms Constance's private office.

Michael

(redacted)

(redacted)

Email 81

From: Michael.Cross@gov.scot [mailto:Michael.Cross@gov.scot]

Sent: Wednesday, September 09, 2015 05:57 PM

To: John Kemp

Cc: Laurence Howells; (redacted) (redacted)

Subject: RE: Draft letter to Clyde

John, Laurence, (redacted)

Thanks for this. Laurence and I had a word, and I've discussed with (redacted). We suggest:

"Given Our permission is conditional on the following:

- confirmation that the full board has fully considered the case for expenditure on legal services and is satisfied that it is consistent with their obligations both as members of the board of management - including compliance with the FM with the SFC and the value for money principle set out therein - and as charitable trustees;*
- that any legal advice received is considered by the full board and that its consideration is duly documented;*
- expenditure of no more than £ (we suggest you put a limit on this);*
- submission of estimates on receipt and the detail of the final amounts to be invoiced;*
- that the legal advice is limited to those matters on which the board has been invited to respond by the Scottish Government - that is the matter set out in the annex to the Cabinet Secretary's letter together with any proposals for Board action if the Board consider that is warranted;*

- *none of this action compromises the Government's deadline for a response;*

Comment overnight and speak first thing in the morning?

Michael

From: John Kemp [<mailto:jkemp@sfc.ac.uk>]
Sent: 09 September 2015 15:17
To: Cross M (Michael)
Cc: Laurence Howells; (redacted)
Subject: Draft letter to Clyde

Dear Michael,

Attached is a draft letter to Clyde College should they seeks our permission for legal advice following receipt of your letter. Clearly, we cannot finalise the letter until we actually have a request. Grateful for any views.

John

John Kemp

Director of Access, Skills and Outcome Agreements

Stiùiriche: Cothrom, Sgilean agus Aontaidhean Buileachaidh

0131 313 6637: (redacted)

Email 82

From: (redacted)
Sent: 17 August 2015 12:19
To: Director of Advanced Learning and Science
Cc: (redacted); Cross M (Michael); (redacted)
Subject: FW: MACCS: New case 2015/0027469 allocated.

Aileen

(redacted) letter is now in the system. Are you happy that the team goes ahead and fixes a meeting?

(redacted)

-----Original Message-----

From: (redacted)

Sent: 17 August 2015 12:06

To: (redacted)

Subject: FW: MACCS: New case 2015/0027469 allocated.

(redacted) ,

(redacted) has asked that I send this on, for info.

Thanks,

(redacted)

Email 83

From: Director of Advanced Learning and Science

Sent: 10 September 2015 12:36

To: Cabinet Secretary for Education and Lifelong Learning; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy; Director of Advanced Learning and Science; (redacted) (redacted) ; (redacted) ; (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted)

Please find attached further advice from Aileen regarding the treatment of board members.

Kind regards

(redacted)

(redacted)

PA to Aileen McKechnie

Director of Advanced Learning and Science

DG-Learning & Justice, 6th Floor, 5 Atlantic Quay

150 Broomielaw, Glasgow G2 8LU

Tel: (redacted)

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 09 September 2015 12:25

To: First Minister; Cabinet Secretary for Education and Lifelong Learning; Director of Advanced Learning and Science

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Thanks ever so much for confirming (redacted) .

Cab Sec is content for these letters to issue so I would be grateful if this could be taken forward.

Following discussions the Cab Sec has had with Aileen, (redacted). Happy to discuss further.

Kindest regards

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the primary recipient. Private Offices do not keep official records of such e-mails or attachments.

From: (redacted) **On Behalf Of** First Minister

Sent: 09 September 2015 11:53

To: Cabinet Secretary for Education and Lifelong Learning; Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted) ,

Apologies for the delay in getting back to you.

I can confirm that the First Minister has read the submission from Aileen McKechnie (sent 2 September) (redacted).

Kind regards,

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: 0131 244 6706 | M:
(redacted)



From: Director of Advanced Learning and Science

Sent: 28 August 2015 19:33

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); Director of Advanced Learning and Science

Subject: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Please find attached **immediate** advice for First Minister and Cabinet Secretary in relation to next steps around GCC. The note (3 pages) also provides a wider update and seeks a response from Ministers with regard to the handling of the proposed meeting between the Cabinet Secretary and the Chair.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, we continue to (redacted)

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

(redacted)

Email 84

From: (redacted)

Sent: 11 September 2015 16:03

To: Director of Advanced Learning and Science; (redacted)

Cc: Cross M (Michael); (redacted) (redacted); (redacted) ; (redacted) ; (redacted) ; (redacted)

Subject: RE: PART 1 - RE: Immediate: Official-Sensitive - Glasgow Clyde College Letters

Aileen,

(redacted)

Thanks

(redacted)

From: Director of Advanced Learning and Science

Sent: 11 September 2015 15:19

To: (redacted) ; (redacted)

Cc: Cross M (Michael); (redacted) (redacted); (redacted) ; (redacted) ; (redacted) ; (redacted)

Subject: RE: PART 1 - RE: Immediate: Official-Sensitive - Glasgow Clyde College Letters

(redacted)

Thanks for this. You'll have seen my separate note on the advice to Ministers.

(redacted)

Aileen

**Aileen McKechnie | Director of Advanced Learning & Science | Scottish
Government**

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

<< OLE Object: Picture (Device Independent Bitmap) >> << OLE Object: Picture (Device Independent Bitmap) >> << OLE Object: Picture (Device Independent Bitmap) >>

From: (redacted)

Sent: 11 September 2015 12:01

To: (redacted)

Cc: Director of Advanced Learning and Science; Cross M (Michael); (redacted) (redacted); (redacted) ; (redacted) ; (redacted) ; (redacted)

Subject: FW: PART 1 - RE: Immediate: Official-Sensitive - Glasgow Clyde College Letters

(redacted),

(redacted)

(redacted)

(redacted)

(redacted)

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 11 September 2015 09:40

To: (redacted)

Cc: Director of Advanced Learning and Science; Cross M (Michael); (redacted) (redacted); (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; Cabinet Secretary for Education and Lifelong Learning

Subject: RE: PART 1 - RE: Immediate: Official-Sensitive - Glasgow Clyde College Letters

Good morning (redacted),

As discussed, this morning I have received a phone call from (redacted) asking for a meeting on Monday. We are just waiting to hear from Cab Sec as to what time we can get her to Glasgow for a meeting, as Monday she has arrangements in her constituency.

(redacted) intends to bring board members to the meeting, depending on their availability for the time we offer.

I note your advice that this should take place as early as possible.

I'll be in touch once we have a time confirmed in the diary.

Kindest regards

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the primary recipient. Private Offices do not keep official records of such e-mails or attachments.

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 09 September 2015 19:01

To: (redacted)

Cc: Director of Advanced Learning and Science; Cross M (Michael); (redacted) (redacted); (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) (redacted) ; (redacted) ; Cabinet Secretary for Education and Lifelong Learning

Subject: PART 1 - RE: Immediate: Official-Sensitive - Glasgow Clyde College Letters

Thanks (redacted).

Please find attached copies of the letters that issued this afternoon. Just to confirm, I have also sent these out in hard copy too.

(apologies, just realised this were stuck in my outbox – and apologies for clogging mailboxes.)

Many thanks

(redacted)

Letter to Chair

<< Message: Letter from the Cabinet Secretary for Education and Lifelong Learning >>

Copy of Chairs letter issued

<< Message: Letter from the Cabinet Secretary for Education and Lifelong Learning >> << Message: Letter from the Cabinet Secretary for Education and Lifelong Learning >> << Message: Letter from the Cabinet Secretary for Education and Lifelong Learning >> << Message: Letter from the Cabinet Secretary for Education and Lifelong Learning >>

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

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Email 85

From: Director of Advanced Learning and Science
Sent: 13 September 2015 21:09
To: Cross M (Michael); (redacted) (redacted)
Subject: FW: Request for Approval of Fees

Fyi

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: McKechnie A (Aileen)
Sent: 13 September 2015 20:28
To: Director of Advanced Learning and Science
Subject: Fw: Request for Approval of Fees

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

From: Laurence Howells [<mailto:lhowells@sfc.ac.uk>]
Sent: Sunday, September 13, 2015 07:30 PM
To: McKechnie A (Aileen)

Subject: Fw: Request for Approval of Fees

Aileen

As discussed (redacted)'s request, my reply and her acceptance.

Laurence

Laurence Howells
Chief Executive
Scottish Funding Council
0131 313 6579

** Sent from SFC Blackberry **

From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]
Sent: Friday, September 11, 2015 05:07 PM
To: Laurence Howells
Cc: (redacted) <[\(redacted\)](mailto:(redacted))>; '(redaction) (redacted)
Subject: RE: Request for Approval of Fees

Laurence,

Thank you for your email regarding our request for approval re fees. The College note the conditions set around the use of the fees and will comply with these

Kind regards

(redacted)

(redacted)

Vice Principal Curriculum/Depute Principal

Phone: (redacted)

E-mail: [\(redacted\)](mailto:(redacted))

Web: Glasgow Clyde College



From: Laurence Howells [<mailto:lhowells@sfc.ac.uk>]

Sent: 11 September 2015 16:43

To: (redacted)

Subject: RE: Request for Approval of Fees

Dear (redacted)

Thank you for your email below.

As you are aware, we have expressed concerns previously about the level of expenditure on legal fees by the College and process by which they have been managed. However, in the interests of the Board having access to swift and proper advice on this matter, we are prepared to allow you to commit expenditure in this instance. Our permission is dependent on the following:

- confirmation that the full board has fully considered the case for expenditure on legal services and is satisfied that it is consistent with their obligations both as members of the board of management – including compliance with the FM with the SFC and the value for money principle set out therein - and as charitable trustees;
- that any legal advice received is considered by the full board and that its consideration is duly documented;
- expenditure of no more than £ 450 plus VAT (but see below);
- submission of a detailed record of the final amounts to be invoiced;
- that the legal advice is limited to the services set out in your email and only in relation to the matters on which the board has been invited to respond by the

Scottish Government – that is the matter set out in the annex to the Cabinet Secretary's letter of 9 September together with any proposals for Board action if the Board considers any such action is warranted;

- none of this action compromises any deadline for response set by the Government;

I note that you are proposing that your solicitors would attend the meeting with the Cabinet Secretary. You will, of course, need to confirm with Scottish Government that they are happy for them to attend. In the event that your solicitors do not attend then the maximum amount of this approval of £450 plus VAT would be reduced accordingly.

I note that you may contact me again in the event the Board considers further legal support is needed in replying to the Scottish Government.

Laurence Howells

From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]
Sent: 11 September 2015 15:31
To: Laurence Howells
Subject: Request for Approval of Fees

Dear Laurence,

Request for Approval of expenditure to support the Board in responding to the Cabinet Secretary's letter dated 9 September

The Board has asked for legal support in attending a meeting with the Cabinet Secretary and / or drafting a response to her letter. My understanding is that legal support is required because of two aspects . Firstly the letter states that the Cabinet Secretary does not accept the explanations that Brodies have given and a response to or further clarification of this may be required. Secondly , there are several references to legislative provisions in the letter and the Board may want advice about how those operate.

Brodies have estimated a fee of **£450** plus VAT for initial support to the Board to include, briefing the Board and preparation for and attendance at an agreed meeting with the Cabinet Secretary on Monday of next week. I am seeking approval for the College to incur this expenditure.

If following the meeting it is felt that a detailed response to the letter is required which needs legal support a further request and estimated costs will be provided to SFC for approval

I would be grateful if you could let me know if the fee to support the meeting is approved to allow arrangements to be put in place for Monday.

Kind regards

(redacted)

(redacted)

Vice Principal Curriculum/Depute Principal

Phone: (redacted)

E-mail: [\(redacted\)](#)

Web: [Glasgow Clyde College](#)



Email 86

Education and Lifelong Learning

Subject: Correspondence from Angela Constance MSP, Cabinet Secretary for Education & Lifelong Learning

Dear (redacted),

Please find attached correspondence from Angela Constance MSP, Cabinet Secretary for Education & Lifelong Learning.

Kind regards,

(redacted)

Correspondence Secretary – Cabinet Secretary for Education & Lifelong Learning

The Scottish Government

4N.08 St Andrews House, Edinburgh, EH1 3DG

Tel. (redacted)

E-mail: CabinetSecretaryforEducationandLifelongLearning@scotland.gsi.gov.uk

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the recipient. Private Offices do not keep official records of such e-mails or attachments. Thank you.

Email 88

From: Director of Advanced Learning and Science

Sent: 15 September 2015 10:46

To: Cross M (Michael); (redacted) (redacted)

Subject: FW: Request for Approval of Fees

To see

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: McKechnie A (Aileen)

Sent: 15 September 2015 10:40

To: Director of Advanced Learning and Science
Subject: Fw: Request for Approval of Fees

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

From: Laurence Howells [<mailto:lhowells@sfc.ac.uk>]
Sent: Tuesday, September 15, 2015 10:35 AM
To: (redacted); (redacted) ; (redacted)
Cc: McKechnie A (Aileen); Cross M (Michael)
Subject: FW: Request for Approval of Fees

Dear All
Please note.
Laurence

From: Laurence Howells
Sent: 15 September 2015 10:35
To: '(redacted) '
Subject: RE: Request for Approval of Fees

Dear (redacted)

Thank you for your email below confirming the legal advice provided by Brodies to the Board by way of preparation and briefing for the Board's meeting with the Cabinet Secretary on Monday 14th September, 2015.

I note an outcome of this meeting is agreement from the Cabinet Secretary to an extension until Friday of this week for the college to reply to her earlier letter. As a consequence you are now seeking SFC approval to incur additional expenditure to cover legal support from Brodies to review the Board's draft response and provide additional information in dealing with the legal issues.

I refer again to our concerns expressed previously about the level of expenditure on legal fees incurred by the college and the management of that process. However, I have reviewed the details you provided and consider that, in the interests of the Board having access to swift and proper advice on this matter in order to respond to the Cabinet Secretary as requested, we are prepared to once again allow you to commit the designated expenditure of £450 plus VAT.

Our permission is dependent as previously on the following:=

- confirmation that the full board has fully considered the case for expenditure on legal services and is satisfied that it is consistent with their obligations both as members of the board of management – including compliance with the FM with the SFC and the value for money principle set out therein - and as charitable trustees;

- that any legal advice received is considered by the full board and that its consideration is duly documented;
- expenditure of no more than £ 450 plus VAT for the services set out in your email;
- submission of a detailed record of the final amounts to be invoiced;
- that the legal advice is limited to the services set out in your email and only in relation to the matters on which the board has been invited to respond by the Scottish Government – that is the matter set out in the annex to the Cabinet Secretary's letter of 9 September together with any proposals for Board action if the Board considers any such action is warranted;
- none of this action compromises any deadline for response set by the Government;

My email of 11th September gave permission to commit expenditure in the first instance for the purposes outlined but noted that it was dependent on the college fulfilling the conditions outlined. For the purposes of clarity we note that although Brodies did not attend the meeting with the Cabinet Secretary (redacted). I am concerned that this may again show a lack of control in the use of legal services on the part of the Board. I would be grateful for an explanation along with your submission of a detailed record of the final amounts to be invoiced. **I would be grateful if you could also emphasise to the Board and to Brodies that I expect the limits of my authorisation to be strictly adhered to for this further legal work.** Please could you specifically confirm that you have done so.

Laurence Howells

From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]
Sent: 14 September 2015 16:57
To: Laurence Howells
Subject: RE: Request for Approval of Fees

Dear Laurence,

Following your approval of £450 plus VAT for legal support for the Board of Management to prepare for and meet with the Cabinet Secretary I can confirm that a meeting did take place today Monday 14th September.

Legal advice was provided by way of preparing and briefing and then having debrief with the Board as planned, however there was no legal presence at the meeting itself. Confirmation of the requirements as set out below will be provided in due course. (redacted).

Having met with the Cabinet Secretary the Board have been given an extension until Friday of this week to reply to the letter from the Cabinet Secretary. The Board will be leading on the drafting of the reply but would wish legal support to review this and

provide additional information dealing with the legal issues as highlighted in my email of Friday.

The estimated fee for the work of reviewing the Board's draft and preparing a covering letter (redacted) and I would seek SFC approval to incur this level of expenditure to allow the response to the Cabinet Secretary to be completed. Given the timescale I would be grateful if you could confirm as soon as possible if we can proceed to secure legal advice.

Kind regards

(redacted)

(redacted)

Vice Principal Curriculum/Depute Principal

Phone: (redacted)

E-mail: (redacted)

Web: [Glasgow Clyde College](#)



From: Laurence Howells [<mailto:lhowells@sfc.ac.uk>]

Sent: 11 September 2015 16:43

To: (redacted)

Subject: RE: Request for Approval of Fees

Dear (redacted)

Thank you for your email below.

As you are aware, we have expressed concerns previously about the level of expenditure on legal fees by the College and process by which they have been managed. However, in the interests of the Board having access to swift and proper advice on this matter, we are prepared to allow you to commit expenditure in this instance. Our permission is dependent on the following:

- confirmation that the full board has fully considered the case for expenditure on legal services and is satisfied that it is consistent with their obligations both as members of the board of management – including compliance with the FM with the SFC and the value for money principle set out therein - and as charitable trustees;

- that any legal advice received is considered by the full board and that its consideration is duly documented;
- expenditure of no more than £ 450 plus VAT (but see below);
- submission of a detailed record of the final amounts to be invoiced;
- that the legal advice is limited to the services set out in your email and only in relation to the matters on which the board has been invited to respond by the Scottish Government – that is the matter set out in the annex to the Cabinet Secretary's letter of 9 September together with any proposals for Board action if the Board considers any such action is warranted;
- none of this action compromises any deadline for response set by the Government;

I note that you are proposing that your solicitors would attend the meeting with the Cabinet Secretary. You will, of course, need to confirm with Scottish Government that they are happy for them to attend. In the event that your solicitors do not attend then the maximum amount of this approval of £450 plus VAT would be reduced accordingly.

I note that you may contact me again in the event the Board considers further legal support is needed in replying to the Scottish Government.

Laurence Howells

From: (redacted)
Sent: 11 September 2015 15:31
To: Laurence Howells
Subject: Request for Approval of Fees

Dear Laurence,

Request for Approval of expenditure to support the Board in responding to the Cabinet Secretary's letter dated 9 September

The Board has asked for legal support in attending a meeting with the Cabinet Secretary and / or drafting a response to her letter. My understanding is that legal support is required because of two aspects . Firstly the letter states that the Cabinet Secretary does not accept the explanations that Brodies have given and a response to or further clarification of this may be required. Secondly , there are several references to legislative provisions in the letter and the Board may want advice about how those operate.

Brodies have estimated a fee of **£450** plus VAT for initial support to the Board to include, briefing the Board and preparation for and attendance at an agreed meeting with the Cabinet Secretary on Monday of next week. I am seeking approval for the College to incur this expenditure.

If following the meeting it is felt that a detailed response to the letter is required which needs legal support a further request and estimated costs will be provided to SFC for approval

I would be grateful if you could let me know if the fee to support the meeting is approved to allow arrangements to be put in place for Monday.

Kind regards

(redacted)

(redacted)

Vice Principal Curriculum/Depute Principal

Phone: (redacted)

E-mail: (redacted)

Web: [Glasgow Clyde College](#)



Email 89

From: (redacted)

Sent: 15 September 2015 15:18

To: (redacted)

Subject: Scanned Docs

Here they are

(redacted)

(redacted)

PA To (redacted)

College Policy Team | Colleges, Young Workforce and SFC Sponsorship Division |
Directorate for Advanced Learning & Science | The Scottish Government - 5 Atlantic Quay,
150 Broomielaw, Glasgow G2 8LU

(redacted)

Ext - (redacted)

In 2014 Scotland Welcomes the World
To find out more click here



Email 90

From: Director of Advanced Learning and Science

Sent: 18 September 2015 13:39

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy; (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Please find attached further advice for Ministers in relation to the situation at Glasgow Clyde College.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 09 September 2015 09:38

To: Director of Advanced Learning and Science; First Minister; (redacted)

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People;

(redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy; Cabinet Secretary for Education and Lifelong Learning
Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Good morning

Ms Constance has confirmed that she is content to issue the letters today however before doing so, would like to check whether the First Minister has seen and (redacted)?

Grateful for confirmation as soon as possible as Cab Sec is keen to get the letters issued this morning.

Many thanks

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)
BB: (redacted)

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the primary recipient. Private Offices do not keep official records of such e-mails or attachments.

From: Director of Advanced Learning and Science

Sent: 08 September 2015 17:36

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Please find attached further advice to Ministers on next steps and handling, including a draft letter and associated annex to issue to board members tomorrow. The redacted internal audit report is also attached for information.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) **On Behalf Of** First Minister

Sent: 07 September 2015 12:33

To: Director of Advanced Learning and Science; First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Aileen,

Thank you for this. The First Minister has noted this submission and is happy with the recommendation in the minute.

Kind regards,

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | **T:** 0131 244 6706 | **M:**

(redacted)



Office of the First Minister of Scotland
FirstMinister.gov.scot
Prìomh Mhinistear na h-Alba



From: Director of Advanced Learning and Science

Sent: 02 September 2015 18:05

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary

Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Copy to DFM PO for information

Many thanks for the swift response. Please find attached supplementary advice (6 pages of advice + 8 pages of annexes), which has been agreed with Ms Constance; and a draft letter (with associated annex) to issue to the Chair and Board, outlining Ministerial concerns and providing an opportunity to respond. (redacted).

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) **On Behalf Of** First Minister

Sent: 24 August 2015 18:43

To: Cabinet Secretary for Education and Lifelong Learning; First Minister

Cc: Permanent Secretary; DG Learning & Justice; Director of Advanced Learning and Science;

(redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted));

(redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ;

(redacted) ; Minister for Parliamentary Business

Subject: RE: OFFICIAL SENSITIVE - Glasgow Clyde College - Note from Cabinet Secretary for Education and Lifelong Learning

Thanks for sending this (redacted),

The First Minister has noted and said that she will speak to Ms Constance at Cabinet.

Kind regards,

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: (redacted) | M: (redacted)



From: (redaction) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 20 August 2015 20:37

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; Director of Advanced Learning and Science; Cabinet Secretary for Education and Lifelong Learning; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted)

Subject: OFFICIAL SENSITIVE - Glasgow Clyde College - Note from Cabinet Secretary for Education and Lifelong Learning

First Minister,

Please find attached a note on the above from Ms Constance. Also attached for reference is previous official advice referred to in the note.

Many thanks,

(redacted)

(redacted) | PS to Cabinet Secretary for Education and Lifelong Learning | Room 4N.08 | St Andrews House | Edinburgh | EH1 3DG | (redacted)

From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, we continue (redacted)

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 91

From: Director of Advanced Learning and Science
Sent: 02 September 2015 08:14
To: Cross M (Michael); (redacted)
Subject: Fw: Fwd: FW: minutes 30th July BOM meeting

To see latest

A

Aileen McKechnie

Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

From: McKechnie A (Aileen)
Sent: Wednesday, September 02, 2015 07:51 AM
To: Director of Advanced Learning and Science
Subject: Fw: Fwd: FW: minutes 30th July BOM meeting

Aileen McKechnie
Director of Advanced Learning and Science, Scottish Government
5 Atlantic Quay, Glasgow, G2 8LU
Tel: 0300 244 1264

From: (redacted)
Sent: Tuesday, September 01, 2015 10:16 PM
To: McKechnie A (Aileen)
Subject: Fwd: FW: minutes 30th July BOM meeting

Aileen

this is the response to my request for mins.

(redacted)

----- Forwarded message -----

From: "(redacted)" <(redacted)>
Date: 1 Sep 2015 21:25
Subject: FW: minutes 30th July BOM meeting
To: "(redacted)"
Cc:

(redacted)
(redacted)

Glasgow Clyde College
Tel.: (redacted)
E-Mail: (redacted)

From: (redacted)
Sent: 01 September 2015 16:24
To: (redacted)
Cc: (redacted)
Subject: RE: minutes 30th July BOM meeting

Hi (redacted),

Sorry for delay in responding. The minutes are currently still in draft until they are reviewed and approved at the Board meeting on the 10th September. We would not normally be sending these draft minutes out other than through Board papers for approval. Following this , we should be able to release the minute in line with the normal access to /publication of Board minutes. Could you contact me again following the Board meeting and I will arrange access as appropriate

Best wishes

(redacted)

(redacted)

Vice Principal Curriculum/Depute Principal

Phone: [\(redacted\)](#)

E-mail: [\(redacted\)](#)

Web: [Glasgow Clyde College](#)



From: (redacted)

Sent: 31 August 2015 16:14

To: [\(redacted\)](#); [\(redacted\)](#)

Subject: Fwd: minutes 30th July BOM meeting

Importance: High

Hello

With regard to the email below I was unsure who to ask for these minutes and did actually send with the intention of copying you in (redacted).

Thanks in advance.

(redacted)

----- Original message -----

From: (redacted) <(redacted)>
Date: 31/08/2015 10:35 (GMT+00:00)
To: (redacted) <(redacted)>
Subject: minutes 30th July BOM meeting

(redacted)

I hope you are well, I am mailing to ask if I could have sight of the draft minute for the board meeting on the 30th July. I contacted (redacted) at (redacted) for this and he has confirmed that he has already furnished the college with a copy of these minutes. Could I please view these for my own record?

(redacted)

(redacted)
(redacted)

Glasgow Clyde College
Tel.: (redacted)
E-Mail: (redacted)

Email 92

From: (redacted)
Sent: 25 September 2015 12:13
To: Cabinet Secretary for Education and Lifelong Learning
Cc: Director of Advanced Learning and Science; DG Learning & Justice; Cross M (Michael); (redacted)

(redacted) ; (redacted) ; (redacted)); (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted)
Subject: Glasgow Clyde College - Package of info

(redacted)

As discussed with (redacted) and subject to further consideration of this matter by Ministers, I attach a pack including:

- SCANCE note
- Removal letter
- Appointment letter
- letter to Presiding Officer
- Draft Q&A (still to incorporate suggestion from Comms Smarter of last night)
- Policy note (Draft Order will follow)
- stakeholder handling
- SFC consultation letter
- advice on replacement board members

(redacted)

College Policy Team | Colleges, Young Workforce & SFC Sponsorship Division | Advanced Learning & Science Directorate | The Scottish Government – 5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

📧 (redacted)

Work pattern: Mon-Thurs

Email 93

From: Cross M (Michael)

Sent: 25 September 2015 11:32

To: Director of Advanced Learning and Science; (redacted)

Cc: (redacted) (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted) ; (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted)

From: Director of Advanced Learning and Science

Sent: 24 September 2015 15:33

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ;

Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy; (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted)

Many thanks for our conversation. For the benefit of copy recipients, we agreed that a further piece of advice, outlining the other options previously considered and discounted would be provided in a

short paper for the First Minister's consideration. We'll progress that urgently to allow for consideration over the weekend.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) **On Behalf Of** First Minister

Sent: 09 September 2015 11:53

To: Cabinet Secretary for Education and Lifelong Learning; Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted) ,

Apologies for the delay in getting back to you.

I can confirm that the First Minister has read the submission from Aileen McKechnie (sent 2 September) (redacted).

Kind regards,

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: 0131 244 6706 | M:

(redacted)



Office of the First Minister of Scotland
FirstMinister.gov.scot
Prìomh Mhinistear na h-Alba



From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, we continue to (redacted)

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 94

From: Director of Advanced Learning and Science
Sent: 29 September 2015 12:30
To: Cross M (Michael); (redacted) (redacted) ; (redacted) ; (redacted))
Cc: Director of Advanced Learning and Science; DG Learning & Justice; (redacted)
Subject: OFFICIAL SENSITIVE - GCC

All

I discussed with Ms Constance this morning. (redacted).

She had a few queries:

(redacted)

(redacted).

Michael – (redacted).

Many thanks

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU
directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

Email 95

From: Cross M (Michael)
Sent: 25 September 2015 12:00
To: First Minister; Director of Advanced Learning and Science; Cabinet Secretary for Education and Lifelong Learning
Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy; (redacted)
Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

PS/First Minister
PS/Cabinet Secretary ELL

On behalf of Aileen McKechnie, I attach a submission for the First Minister in response to the commission below. (redacted).

Michael

From: (redacted) **On Behalf Of** First Minister

Sent: 24 September 2015 14:56

To: Director of Advanced Learning and Science; First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy; (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Aileen

(redacted). Grateful if you can give me a quick call to discuss.

Thanks, (redacted)

(redacted) | Private Secretary/FM | (redacted) | (redacted)

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the primary recipient. Private Offices do not keep official records of such e-mails or attachments. Thank you.

From: Director of Advanced Learning and Science

Sent: 23 September 2015 18:12

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy; (redacted); Director of Advanced Learning and Science

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Please find attached further immediate advice for consideration by First Minister and Ms Constance.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 18 September 2015 13:39

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy; (redacted)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Please find attached further advice for Ministers in relation to the situation at Glasgow Clyde College.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) On Behalf Of First Minister

Sent: 09 September 2015 11:53

To: Cabinet Secretary for Education and Lifelong Learning; Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted) ,

Apologies for the delay in getting back to you.

I can confirm that the First Minister has read the submission from Aileen McKechnie (sent 2 September) (redacted).

Kind regards,

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: 0131 244 6706 | M:

(redacted)



From: (redacted) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 09 September 2015 09:38

To: Director of Advanced Learning and Science; First Minister; (redacted)

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); (redacted); (redacted); Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy; Cabinet Secretary for Education and Lifelong Learning

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Good morning

Ms Constance has confirmed that she is content to issue the letters today however before doing so, would like to check whether the First Minister has seen and (redacted)?

Grateful for confirmation as soon as possible as Cab Sec is keen to get the letters issued this morning.

Many thanks

(redacted)

(redacted)

Deputy Private Secretary / Cabinet Secretary for Education and Lifelong Learning
Scottish Government / cabsecell@scotland.gsi.gov.uk

T: (redacted)

BB: (redacted)

All e-mails and attachments sent by a Ministerial Private Office to another official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the primary recipient. Private Offices do not keep official records of such e-mails or attachments.

From: Director of Advanced Learning and Science

Sent: 08 September 2015 17:36

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Please find attached further advice to Ministers on next steps and handling, including a draft letter and associated annex to issue to board members tomorrow. The redacted internal audit report is also attached for information.

Many thanks,

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) On Behalf Of First Minister

Sent: 07 September 2015 12:33

To: Director of Advanced Learning and Science; First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

Aileen,

Thank you for this. The First Minister has noted this submission and is happy with the recommendation in the minute.

Kind regards,

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: 0131 244 6706 | M:

(redacted)



Office of the First Minister of Scotland

FirstMinister.gov.scot

Priomh Mhinistear na h-Alba



From: Director of Advanced Learning and Science

Sent: 02 September 2015 18:05

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted) ; Minister for Parliamentary Business; Johnston P (Paul); (redacted) ; (redacted) ; Deputy First Minister and Cabinet Secretary for Finance, Constitution and Economy

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Copy to DFM PO for information

Many thanks for the swift response. Please find attached supplementary advice (6 pages of advice + 8 pages of annexes), which has been agreed with Ms Constance; and a draft letter (with associated annex) to issue to the Chair and Board, outlining Ministerial concerns and providing an opportunity to respond. (redacted).

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



**YEAR OF
FOOD
& DRINK
SCOTLAND 2015**



I AM AN ALLY

From: (redacted) **On Behalf Of** First Minister

Sent: 30 August 2015 19:27

To: Cabinet Secretary for Education and Lifelong Learning; Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), Aileen,

Please see comments from the First Minister below.

I understand the need to bring this to a satisfactory conclusion as soon as possible, in the interests of students - (redacted).

(redacted)

Grateful if this can be looked at as soon as possible and an update provided.

Many Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | **T:** (redacted)3 | **M:** (redacted)



Office of the First Minister of Scotland

FirstMinister.gov.scot

Prìomh Mhinistear na h-Alba



From: (redaction) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 28 August 2015 23:36

To: Cabinet Secretary for Education and Lifelong Learning; Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul)

Subject: RE: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

PS First Minister

The Cabinet Secretary has now fed back her views. She would like to thank all those involved in preparing this paper at short notice and welcomes this additional advice. Time is obviously of the essence and Ms Constance is conscious of the demands on the First Minister's time given the upcoming PfG launch – she would be grateful if this could be put before the FM as soon as practicable. Her comments are as follows:

(redacted)

I am more than happy to have a further discussion with the FM should she see fit.

Kind regards,

(redacted)

(redacted) | PS to Cabinet Secretary for Education and Lifelong Learning | Room 4N.08 | St Andrews House | Edinburgh | EH1 3DG | (redacted)

From: Director of Advanced Learning and Science

Sent: 28 August 2015 19:33

To: First Minister; Cabinet Secretary for Education and Lifelong Learning

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business; Johnston P (Paul); Director of Advanced Learning and Science

Subject: IMMEDIATE - RE: OFFICIAL SENSITIVE - Glasgow Clyde College

(redacted), (redacted)

Please find attached **immediate** advice for First Minister and Cabinet Secretary in relation to next steps around GCC. The note (3 pages) also provides a wider update and seeks a response from Ministers with regard to the handling of the proposed meeting between the Cabinet Secretary and the Chair.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) On Behalf Of First Minister

Sent: 24 August 2015 18:43

To: Cabinet Secretary for Education and Lifelong Learning; First Minister
Cc: Permanent Secretary; DG Learning & Justice; Director of Advanced Learning and Science; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted); Minister for Parliamentary Business
Subject: RE: OFFICIAL SENSITIVE - Glasgow Clyde College - Note from Cabinet Secretary for Education and Lifelong Learning

Thanks for sending this (redacted),

The First Minister has noted and said that she will speak to Ms Constance at Cabinet.

Kind regards,

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: (redacted) | M: (redacted)



From: (redaction) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 20 August 2015 20:37

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; Director of Advanced Learning and Science; Cabinet Secretary for Education and Lifelong Learning; (redacted) Minister for Children and Young People; (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister; (redacted); (redacted); (redacted)

Subject: OFFICIAL SENSITIVE - Glasgow Clyde College - Note from Cabinet Secretary for Education and Lifelong Learning

First Minister,

Please find attached a note on the above from Ms Constance. Also attached for reference is previous official advice referred to in the note.

Many thanks,

(redacted)

(redacted) | PS to Cabinet Secretary for Education and Lifelong Learning | Room 4N.08 | St Andrews House | Edinburgh | EH1 3DG | (redacted)

From: (redaction) **On Behalf Of** Cabinet Secretary for Education and Lifelong Learning

Sent: 18 August 2015 16:43

To: Director of Advanced Learning and Science; First Minister
Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted)
Subject: RE: IMMEDIATE RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Aileen,

Thanks very much for this draft paper, which the Cabinet Secretary has reflected on over the weekend. (redacted)

Happy to discuss,

(redacted)

(redacted) | PS to Cabinet Secretary for Education and Lifelong Learning | Room 4N.08 | St Andrews House | Edinburgh | EH1 3DG | 0131 2441556 | (redacted)

From: Director of Advanced Learning and Science
Sent: 17 August 2015 18:17
To: First Minister
Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister; (redacted); (redacted) ; (redacted)
Subject: IMMEDIATE RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Please find attached advice (8 pages plus 7 page annex) to First Minister on the proposals for resolution of the situation at Glasgow Clyde College, along with a draft handling plan (4 pages).

I should be happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: Director of Advanced Learning and Science

Sent: 03 August 2015 21:52

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; Cross M (Michael); (redacted) ; Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Many thanks for forwarding these helpful and supportive comments from the First Minister. We are grateful for the swift response.

The concerns of the First Minister are shared by Ms Constance, who is equally concerned about the impact of this situation on both students and staff. Ms Constance is alert to the extent of the issues involved and had a productive meeting with officials on Thursday of last week to discuss options around next steps. Given that the direct SG locus in relation to an assigned college board is limited to the legislative powers we possess, (redacted).

We are currently working to the undernoted timetable:

- Friday, 7 August – response expected from GCC Board to my letter of 30 July (and additional information provided which forms part of our evidence base);
- w/c 10 August – draft advice to Ministers on proposed next steps and clear through Ms Constance;
- Friday, 14 August – advice to First Minister on proposals to resolve this matter.

I hope this information is helpful meantime. Please let me know if you need anything further at this time.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) On Behalf Of First Minister

Sent: 03 August 2015 11:36

To: Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Cross M (Michael); (redacted); Communications First Minister

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Importance: High

Aileen

Thank you for your submission which FM has noted. She has provided the following comment.

(redacted)

Can we get a further update by end week please. FM has also indicated she is happy to speak on phone to AC/Aileen/officials if helpful.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: (redacted)3 | M: (redacted)



Office of the First Minister of Scotland

FirstMinister.gov.scot

Prìomh Mhinistear na h-Alba



From: (redacted) On Behalf Of First Minister

Sent: 27 July 2015 13:52

To: Cross M (Michael); First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Michael

Thank you for the update. FM has asked to see the advice on next steps. We plan to get a box together for FM's return from China on Friday – is it possible to get something for then?

(redacted)/ (redacted)– Please note FM has indicated she would also like to discuss with Angela Constance before any action is taken.

Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: (redacted)3 | M: (redacted)



Office of the First Minister of Scotland

FirstMinister.gov.scot

Prìomh Mhinistear na h-Alba



From: Cross M (Michael)

Sent: 22 July 2015 16:08

To: First Minister

Cc: Permanent Secretary; DG Learning & Justice; (redacted) Minister for Children and Young People; Cabinet Secretary for Education and Lifelong Learning; (redacted) ; (redacted) ; (redacted) ; (redacted); (redacted) ; (redacted) ; (redacted) ; (redacted) ; Director of Advanced Learning and Science

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

We discussed the note a little earlier. Here it is, together with three annexes: Annex A, forming two letters from the Glasgow Colleges Regional Board (below); and Annex B, the letter from Brodies that forms Glasgow Clyde College's response to the SFC report (attached above - with its own annexes), and which you confirmed the FM would like to see. Let me know if you have any difficulty opening the attachments.

Regards

Michael

From: (redacted) **On Behalf Of** First Minister

Sent: 21 July 2015 10:39

To: Director of Advanced Learning and Science; First Minister

Cc: Permanent Secretary; DG Learning & Justice; Cross M (Michael); (redacted)

Subject: RE: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

Aileen

Thanks for these. FM has noted and asked for an update on both
(a) The Board/ Chair and
(b) Disciplinary process for the Principle

Grateful if we could get an update by 4pm tomorrow.

Many Thanks

(redacted)

(redacted)

Deputy Private Secretary to the First Minister

5th Floor | St Andrew's House | Regent Road | Edinburgh | EH1 3DG | T: (redacted)3 | M: (redacted)



Office of the First Minister of Scotland
FirstMinister.gov.scot
Prìomh Mhinistear na h-Alba



From: Director of Advanced Learning and Science
Sent: 09 July 2015 12:47
To: First Minister
Cc: Permanent Secretary; DG Learning & Justice; Director of Advanced Learning and Science; Cross M (Michael)
Subject: OFFICIAL SENSITIVE - FW: Review of Glasgow Clyde College - Report

(redacted)

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU
directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY

From: (redacted) [[mailto:\(redacted\)](mailto:(redacted))]
Sent: 30 June 2015 17:38
To: Cabinet Secretary for Education and Lifelong Learning
Cc: Director of Advanced Learning and Science; paulmckelvie@hotmail.com
Subject: Review of Glasgow Clyde College - Report

Dear Cabinet Secretary

Please find attached a letter with attachments I am sending on behalf of Paul McKelvie our Vice Chair.

One of the attachments is password protected. The password is (redacted) .

Yours sincerely

(redacted) | Scottish Funding Council
T (redacted) | F (redacted) | E (redacted)
PA to Chief Executive | Neach-cuideachaidh pearsanta don
Àrd-Oifigear

Email 96

From: (redacted)
Sent: 25 September 2015 15:20
To: (redacted) ; (redacted)
Subject: FW: Glasgow Clyde College - Strictly Private & Confidential

(redacted)

Head of College Policy | Colleges & Adult Learning: Funding & Policy Division | Employability, Skills and Lifelong Learning Directorate | **The Scottish Government** – 6th Floor, 5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU
☎ (redacted) | (redacted)

From: Cross M (Michael)
Sent: 25 September 2015 14:20
To: (redacted)
Subject: Glasgow Clyde College - Strictly Private & Confidential

Dear (redacted)

Please find attached short letter in response to yours of 18 September.

Michael Cross

Head of Colleges, Young Workforce & SFC Sponsorship Division
Deputy Director, Advanced Learning & Science Directorate
Scottish Government
5 Atlantic Quay
Glasgow G2 8LU
Tel.: 0300 244 1292

Email: Michael.cross@gov.scot
Web: www.gov.scot

Email 97

From: (redacted)
Sent: 07 May 2015 11:45
To: (redacted)(redacted)
Cc: Cross M (Michael) (redacted)
Subject: RE: Draft letter from GCRB to Clasgow Clyde
Sensitivity: Confidential

(redacted)

(redacted)

Many thanks.

(redacted)

(redacted)

Head of College Policy | Colleges & Adult Learning: Funding & Policy Division | Employability, Skills and Lifelong Learning Directorate | **The Scottish Government** – 6th Floor, 5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

☎ (redacted); (redacted)

From: (redacted)

Sent: 06 May 2015 18:52

To: (redacted)

Cc: Cross M (Michael); (redacted); (redacted)

Subject: FW: Draft letter from GCRB to Clasgow Clyde

Sensitivity: Confidential

(redacted)

(redacted)

(redacted)

Many thanks.

(redacted)

(redacted)

Head of College Policy | Colleges & Adult Learning: Funding & Policy Division | Employability, Skills and Lifelong Learning Directorate | **The Scottish Government** – 6th Floor, 5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

☎ (redacted)

From: Director of Advanced Learning and Science

Sent: 06 May 2015 16:40

To: Cross M (Michael); (redacted)

Subject: FW: Draft letter from GCRB to Clasgow Clyde

Sensitivity: Confidential

All – to see first draft of a letter from (redacted) to the Clyde Chair for our swift comment please.

Thanks

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

aileen.mckechnie@scotland.gsi.gov.uk | ☎0300 244 1264



From: McKechnie A (Aileen)

Sent: 06 May 2015 16:35

To: Director of Advanced Learning and Science

Subject: Fw: Draft letter from GCRB to Clasgow Clyde

Sensitivity: Confidential

Aileen McKechnie

Director of Advanced Learning and Science, Scottish Government

5 Atlantic Quay, Glasgow, G2 8LU

Tel: 0300 244 1264

From: (redacted)
Sent: Wednesday, May 06, 2015 04:27 PM
To: (redacted)McKechnie A (Aileen); Laurence Howells <lhowells@sfc.ac.uk>
Cc: (redacted)
Subject: Draft letter from GCRB to Claspow Clyde

Dear All,

Please find attached the above.

Comments welcome!

Kind regards,

(redacted)

Direct / Dìreach: (redacted); Mob / Fòn-làimh: (redacted)

Email 98

From: (redacted)
Sent: 07 August 2015 11:14
To: (redacted)
Cc: (redacted); (redacted)
Subject: RE: 365FOI - DLA report and SFC advice

(redacted)

From: (redacted)
Sent: 07 August 2015 10:33
To: (redacted)
Cc: (redacted)
Subject: RE: 365FOI - DLA report and SFC advice

(redacted)

We discussed. Grateful if you would get back to me on this.

(redacted)

College Policy Team | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | [The Scottish Government](#)

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

(redacted)

[#collegesforscotland](#)

From: (redacted)

Sent: 06 August 2015 12:45

To: (redacted); (redacted); Cross M (Michael); (redacted); (redacted); Spads Admin

Cc: (redacted) (redacted)

Subject: RE: 365FOI - DLA report and SFC advice

Adding (redacted) to the copy list given the sensitivity of this one.

(redacted).

(redacted)

(redacted)

Special Advisor to the First Minister

The Scottish Government

Portfolio: Education and Lifelong Learning

External: (redacted)

Internal: (redacted)

Mobile: (redacted)

From: (redacted)

Sent: 06 August 2015 10:39

To: (redacted); Cross M (Michael); (redacted); (redacted); (redacted); Spads Admin

Cc: (redacted)

Subject: RE: 365FOI - DLA report and SFC advice

Thanks, (redacted)

I attach some tracked changes and comments.

My main comment is the SFC response points to the possible release of its report at a later date, given the reasons it cites for refusal. The reason for refusing the DLA companion document would extend beyond Ministers' consideration of the SFC report. But the grounds for refusing the SFC report are more time-limited in the draft reply.

It would be helpful to consider how a future request would be handled. Because if there are other reasons for saying no at that later stage, this should be included in this letter. (redacted).

(redacted)

College Policy Team | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | **The Scottish Government**

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

 (redacted)

[#collegesforscotland](#)

From: (redacted)

Sent: 05 August 2015 15:36

To: Cross M (Michael); (redacted); (redacted); (redacted); (redacted); Spads Admin

Cc: (redacted)

Subject: FW: 365FOI - DLA report and SFC advice

Dear all,

Can you please see the attached response and let me know whether you have any comments by Monday 10 August?

Regards,

(redacted)

From: (redacted)

Sent: 04 August 2015 15:40

To: (redacted)

Cc: (redacted) (redacted); (redacted)

Subject: 365FOI - DLA report and SFC advice

Dear All,

Please find attached a copy of the draft letter in response to this request. I would be grateful if you could get back to me with any comments by next Monday, 10 August.

Many thanks.

(redacted)

(redacted) | Assistant Director | Learning, Governance and Sustainability | Scottish Funding Council
| 97, Haymarket Terrace | Edinburgh EH12 5HD

(redacted) | www.sfc.ac.uk

My working pattern is normally Monday to Thursday.

Email 99

From: (redacted)

Sent: 21 August 2015 11:41

To: (redacted); Cross M (Michael); Director of Advanced Learning and Science; (redacted);
(redacted)

Cc: (redacted); (redacted); (redacted)

Subject: RE: OFFICIAL SENSITIVE - RE: Glasgow Clyde college - draft order

(redacted)

From: (redacted)

Sent: 20 August 2015 17:30

To: Cross M (Michael); Director of Advanced Learning and Science; (redacted); (redacted); (redacted)

Cc: (redacted); (redacted); (redacted)

Subject: RE: OFFICIAL SENSITIVE - RE: Glasgow Clyde college - draft order

Michael, Aileen & (redacted)

(redacted) and I attach a draft timeline of activity as per Aileen's earlier mail. Grateful for any comment; we are also drafting a more detailed handling plan (referred in attached) and will consider action post the Order coming into force.

I have added (redacted) to copylist - I will be around only for part of tomorrow.

(redacted)

<< File: TIMELINE to friday 28 August.docx >>

From: Cross M (Michael)

Sent: 20 August 2015 16:43

To: Director of Advanced Learning and Science; (redacted); (redacted); (redacted); (redacted)

Cc: (redacted) (redacted)

Subject: RE: OFFICIAL SENSITIVE - RE: Glasgow Clyde college - draft order

Aileen, cc as before

I attach the draft of a submission, prepared for Ms Constance's signature - I am yet to hear back from her office on her preference for signatory.

Since we are tight for time if this is to go forward tonight, (redacted). So while much of what appears herein has been written before I'd obviously welcome comments from (redacted) et al.

I should also say that work is in hand on all the other matter assigned to this Directorate in Aileen's note below.

Michael

<< File: Official Sensitive - Glasgow Clyde College - Cab Sec ELL - FM.docx >>

From: Director of Advanced Learning and Science
Sent: 20 August 2015 13:49
To: (redacted); Cross M (Michael); (redacted); (redacted); (redacted)
Cc: (redacted); (redacted); Director of Advanced Learning and Science
Subject: OFFICIAL SENSITIVE - RE: Glasgow Clyde college - draft order

(redacted) – many thanks for this.

All – I've listed below the key actions as I see them. Please augment with any I've missed.

Michael – I was unsuccessful in contacting you by 'phone. I'm now en route back to Glasgow. In the interim, I'd be grateful if you'd have someone start to progress the actions for us below:

- (redacted)
- Clear timeline to be worked up with every required action identified (AL&S);
- Updated handling plan to be provided – this to include options such as (redacted)
- (redacted)
- (redacted)
- (redacted)
- (redacted)
- (redacted)
- Michael – (redacted). I suggested she might wish to meet the Chair and CEO in early course (AL&S).

Many thanks – should be back in AQ by 2.15pm or so.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

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(redacted)

Email 100

From: (redacted)

Sent: 02 September 2015 11:37

To: Director of Advanced Learning and Science

Cc: Cross M (Michael); (redacted); (redacted); (redacted); DG Learning & Justice; Johnston P (Paul); (redacted); (redacted); (redacted)

Subject: RE: OFFICIAL SENSITIVE - IMMEDIATE RE: Revised draft submission

Importance: High

(redacted)

From: Director of Advanced Learning and Science

Sent: 02 September 2015 08:44

To: (redacted) (redacted)

Cc: Cross M (Michael); (redacted) (redacted)(redacted); (redacted); DG Learning & Justice; Johnston P (Paul)

Subject: RE: OFFICIAL SENSITIVE - IMMEDIATE RE: Revised draft submission

<< File: Official Sensitive - Glasgow Clyde College - advice to Ministers - 010915.docx >>

Colleagues

I've reworked this a little to (a) bring the issue and the ambition to the front; (b) to provide a brief read-out of the GCC/GCRB emergency meeting which took place last night. I've tried to make clear that our view now, (redacted), has changed and that we are now recommending both a letter and a meeting.

Ms Constance is expecting to see the draft advice and letter in the course of this morning.

I'd be happy to discuss.

Many thanks

A

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

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From: Director of Advanced Learning and Science

Sent: 01 September 2015 20:07

To: (redacted); (redacted)

Cc: Cross M (Michael); (redacted); (redacted); (redacted); (redacted); DG Learning & Justice;

Johnston P (Paul); Director of Advanced Learning and Science
Subject: OFFICIAL SENSITIVE - IMMEDIATE RE: Revised draft submission

Colleagues

I've tweaked this again following calls with Paul and (redacted) (copied). I've agreed with Private Office that a final draft version ((redacted)) should issue tomorrow to Ms Constance for consideration before onward transmission to the First Minister. This delay may also allow us to attach the draft letter.

Happy to discuss

Aileen

<< File: Official Sensitive - Glasgow Clyde College - advice to Ministers - 010915.docx >>

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

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From: Director of Advanced Learning and Science
Sent: 01 September 2015 17:26
To: (redacted)
Cc: Cross M (Michael); (redacted) (redacted); (redacted); (redacted); (redacted)
Subject: RE: Revised draft submission

<< File: Official Sensitive - Glasgow Clyde College - advice to Ministers - 310815.docx >>

(redacted)– thanks. I've tracked my changes and queries across this one. (redacted)

I'm speaking to Paul shortly following a conversation with Perm Sec – will report back if anything further.

(redacted)

Many thanks

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264

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From: (redacted)

Sent: 01 September 2015 15:40

To: Director of Advanced Learning and Science

Cc: Cross M (Michael); (redacted); (redacted); (redacted); (redacted); (redacted)

Subject: Revised draft submission

Importance: High

Aileen et al

I attach a revised submission. I understand that yesterday's submission to the First Minister has been 'pulled'.

I've attached a clean copy, which I hope is easier to follow. The detail in the previous submission is still there – it is now in Annex C.

As you will note, (redacted)

I do take it that we will be enclosing the statement of concern with the letter from Cab Sec tomorrow. (redacted)

I suggest the covering note to the Cab Sec explains the background to this proposed change of tack.

I will turn next to the draft letter; I didn't want that to hold up the circulation of the revised submission. Apologies if not properly proof-read. Want to get this to you so that I can turn to the letter.

<< File: Official Sensitive - Glasgow Clyde College - advice to Ministers - 310815.docx >>

(redacted)

[College Policy Team](#) | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | [The Scottish Government](#)

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

☎ 0300 24 41312

[#collegesforscotland](#)

Email 101

From: (redacted)

Sent: 14 September 2015 09:29

To: Director of Advanced Learning and Science
Cc: (redacted); (redacted); Cross M (Michael); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted); (redacted)
Subject: RE: Immediate: Official-Sensitive - Glasgow Clyde College Meeting 14091

(redacted)

From: (redacted)
Sent: 14 September 2015 09:10
To: (redacted); Director of Advanced Learning and Science; (redacted); Cross M (Michael); (redacted); (redacted); (redacted); (redacted); (redacted)
Cc: (redacted); (redacted)
Subject: RE: Immediate: Official-Sensitive - Glasgow Clyde College Meeting 14091

Happy with all changes.

(redacted)

From: (redacted)
Sent: 14 September 2015 08:11
To: Director of Advanced Learning and Science; (redacted); Cross M (Michael); (redacted); (redacted); (redacted); (redacted); (redacted)
Cc: (redacted); (redacted) (redacted)
Subject: RE: Immediate: Official-Sensitive - Glasgow Clyde College Meeting 14091

I attach some suggested tracked changes.

(redacted)
[College Policy Team](#) | Colleges, Young Workforce and SFC Sponsorship Division | Advanced Learning and Science Directorate | [The Scottish Government](#)

5 Atlantic Quay, 150 Broomielaw, Glasgow G2 8LU

 (redacted)

[#collegesforscotland](#)

From: Director of Advanced Learning and Science
Sent: 13 September 2015 21:00
To: (redacted) (redacted); Cross M (Michael); (redacted); (redacted); (redacted); (redacted);

(redacted)

Cc: (redacted); Director of Advanced Learning and Science; (redacted); (redacted)

Subject: Immediate: Official-Sensitive - Glasgow Clyde College Meeting 14091

Importance: High

Colleagues

I have been advised that there are two possible handling options from GCC for tomorrow's meeting:

- They ask for an extension to deliver an action plan for improvement;
- They produce an action plan and ask for an extension to either work up the detail or to deliver.

They might equally ask the Cabinet Secretary to oblige the SFC to fund all legal costs.

(redaction).

(redacted)

(redacted) . It would be useful to have a post-meeting discussion with all interests present to help us agree next steps, particularly if we have an action plan to consider.

Happy to discuss.

Aileen

Aileen McKechnie | Director of Advanced Learning & Science | Scottish Government

5 Atlantic Quay | Broomielaw | Glasgow | G2 8LU

directorofadvancedlearningandscience@scotland.gsi.gov.uk | ☎0300 244 1264



I AM AN ALLY