

# UHI | ARGYLL

## Minutes of the Board Meeting held at 10 am on Friday 11 Oct 2024 via MS Teams

**Present:** R Allford (Chair); T Walsh (TW); M Tierney (MT); A Farina (AF); E Munro (Principal); Iain Jurgensen (IJ); Elodie Nowinski (EN); A Rodgers (AR)

**Apologies:** H Stevenson (HS); Vicky Gunn (VG); Bettina Sizeland (BS); Siobhan Moore (SM)

**In Attendance:** A Close (AEC)

No	Item	Action
24.3.1	<p><b>Welcome and apologies for absence:</b></p> <p>Apologies were received from HS; VG; BS; and SM.</p>	
24.3.2	<p><b>Declaration of interest &amp; to identify if any items deemed to be confidential.</b></p> <p>There were no declarations of interest.</p>	
24.3.3	<p><b>Draft Minutes of the Board meeting held on: 14 June 2024</b></p> <p>Board meeting 14 June 2024 - the minutes were approved</p>	
24.3.4	<p><b>Outstanding Actions</b></p> <p>Board dashboard prepared and presented. Agreed this was a helpful document and that it would be as important to note when there is no progress as well as where there has been progress.</p>	
24.3.5	<p><b>Matters arising</b></p> <p>There were no matters arising.</p>	
24.3.6	<p><b>Chair's Report : Overview of activity and key issues</b></p> <p>RA and EM attending UHI Court on 6 Dec 2024. EM was given the Vice-Chancellor's award at the graduation ceremony. Graduation ceremony went very well, would be good for more Board members to be there at future events.</p>	
24.3.7	<p><b>Principal's Report</b></p> <p>TQEF is new process replacing the HMIE visits, Liz Richardson and EM will work on the first Self Evaluation Progress Report (SEAP) to be submitted to SFC by early Dec. Mo McKenna and Liz Richardson will be taking on (and have already taken on a number of) significant additional responsibilities when EM leaves in Jan, necessitated by the decision not to replace the Depute Principal post.</p>	

24.3.8	<b>Draft Minutes of F &amp; GP Committee Meeting on 11 Oct 2024</b>  These were approved.	
24.3.9	<b>Management accounts to 31 July 2024 and future forecast</b>  This report was noted.	
24.3.10	<b>Draft statutory accounts to 31 July 2024</b>  These were noted	
24.3.11	<b>Rural Growth Deal Update</b>  The report was noted and it was agreed that the College would not be proceeding with the development of the MITC as it stands in the OBC. When decision is made by Government on whether the funding is approved for Argyll RGD, a business case for the proposed development of CERC will be required by the Board.	Action: AEC
24.3.12	<b>Investment proposals</b>  The paper was approved.	Action: AEC
24.3.13	<b>Update from Audit Committee meeting held on 18 Oct 2024</b>  Noted meeting had taken place directly prior to Board meeting, so minutes not yet available for approval.	
24.3.14	<b>Risk Register – agree date for annual review and to consider risk appetite</b>  It was agreed that an externally facilitated session should be held to allow the Board to consider risk appetite and to understand and put in place the risk management procedures required. Agreed to approach APUC re facilitator and that a suitable date for session would be towards the end of January 2025. Further consideration of the Risk Register will not be on agendas until this has taken place.	Action: AEC
24.3.15	<b>Health and Safety Report for period to 30 Sep 2024</b>  This was noted.	
24.3.16	<b>Internal Audit Reports 2023-24</b>  i) Environmental sustainability report – was noted ii) Risk Management & Business Continuity report – was noted iii) Follow-up report – was noted.	
24.3.17	<b>Policies for Review and Approval:</b>  i) Equality, Diversity & Inclusion Policy - approved ii) Risk Policy – it was agreed that the line ‘The Audit Committee will assign/delegate specific risks, as appropriate, to the other sub-committees of the Board’. With that amendment, the Policy was approved. iii) Dignity at Work Policy – approved.	Action: AEC

24.3.18	<b>Draft Minutes of L, T &amp; E Committee Meeting held on 11 Oct 2024</b>  These were approved.	
24.3.19	<b>Finalised position – FE credits and HE FTEs for 2023-24</b>  This report was noted	
24.3.20	<b>Finalised KPI position for 2023-24 and comparison with previous 2 academic years</b>  Report was noted.	
24.3.21	<b>Monthly application volumes – 3 year comparison</b>  Report was noted.	
24.3.22	<b>Targets for 2024-25 and recruitment to date</b>  Paper was noted.	
23.3.23	<b>Education Scotland AEV report</b>  Report was noted	
24.3.24	<b>Update on Learning, Teaching and Enhancement items in last quarter</b>  Paper was noted.	
24.3.25	<b>Draft minutes of HR Committee meeting held on 20 Sept 2024</b>  These were approved.	
24.3.26	<b>HR Report</b>  Report was noted.	
24.3.27	<b>National Bargaining Update</b>  Paper was noted.	
24.3.28	<b>AOCB</b>  i) See separate RESERVED minute ii) Maggie Tierney’s appointment as Senior Independent Board member was approved.	
24.3.29	<b>Date of next meeting</b>  <ul style="list-style-type: none"> <li>• Board Committees – 22 Nov 2024</li> <li>• Board Meeting – 13 Dec 2024, to be held in person in Dunoon if suitable venue can be found.</li> </ul>	
	<b>Signed by</b>  ..... Date ..... <b>Chair of Board</b>	