

# UHI | ARGYLL

**Approved Minutes of Meeting of Board of Governors  
held at 12.00pm on Friday 29 September 2023  
via MS Teams**

**Present:**

R Allford (Chair) A Farina (AF)  
B Sizeland (BS) C Wolfe (CW)  
M Tierney (MT) A Armstrong (AA - Student)  
V Gunn (VG) E Nowinski (EN – left at 12.45pm),  
Martin Jones (MJ – arrived at 1.25pm)

**In Attendance:**

E Melton (EM – Clerk)

**Apologies:**

A Close (AC) H Stevenson (HS)  
T Walsh (TW) E Munro (EM)

Agenda No.	Item	Action by
<b>BG.23.04.01</b>	<b>Welcome and Apologies for Absence</b>	
1.1	The Chair welcomed members to the meeting. RA provided a brief update on the circumstances over the past week which has led to this meeting being changed and held via Teams. RA went on to explain the format of today's meeting with some members having to leave mid-way through and some members joining. All items on the agenda for a decision or for approval will be spoken to whilst the meeting is quorate.	
<b>BG.23.04.02</b>	<b>Apologies for Absence</b>	
2.1	Apologies were received from AC, EM, TW, and HS	
<b>BG.23.04.06</b>	<b>Chairs Report - Verbal</b>	
6.1	RA provided an update on discussions that have taken place over the summer period. RA has been working closely with Colleges Scotland and Chairs across the sector to explore the options available whilst moving through the current financial situation. RA highlighted key points, - Ongoing work re. work based learning, - Consolidation of funding streams/alignment of funding streams, - Parity of HE funding.  No further information has been communicated by College Employers Scotland at this time.  It was agreed that an extraordinary meeting of the Board be held before the end of October, this will be to discuss the potential options available to UHI Argyll.  RA provided a brief update on UHI2024, there have been previous meetings, Nairn 1, Nairn 2 and a meeting held in Stirling 6 weeks ago. There is a follow-up meeting due to be held at the beginning of November, therefore members felt that it will be hugely beneficial to hold a single item agenda	

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	meeting prior to this. Glasgow was suggested as a possible meeting point, a twilight meeting would be preferred.	
<b>ACTION</b>	EM to gather availability information for the organisation of extraordinary Board meeting	<b>EM</b>
<b>BG.23.04.03</b>	<b>Any Additional Declarations of Interest including specific items on this Agenda</b>	
3.1	There were no declarations of interest and no items deemed to be confidential.	
<b>BG.23.04.04</b>	<b>Minutes of the meeting held on 9 June 2023</b>	
4.1	The minutes of the meeting were approved.	
<b>BG.23.04.05</b>	<b>Actions from Board Meeting held on 9 June 2023</b>	
5.1	Item 7: Complete Item 8: Overtaken and to be discussed throughout the agenda as necessary. Item 14: Complete  As carried over from the meeting held on 17 March, Joe Mulholland had been invited to attend today's meeting, however, with the changing times etc. it was agreed that Joe be invited to the meeting in November.	
<b>RESOURCES</b>		
<b>BG.23.04.07</b>	<b>Draft Minutes of Finance and General Purposes Committee meeting held on 8 September 2023</b>	
7.1	The minutes were provided and approved.	
<b>BG.23.04.08</b>	<b>Management accounts for the year ended 31 July 2023</b>	
8.1	The accounts were noted.  There remains uncertainty around clawback from SFC for AY2021-22. It is believed that a letter has been promised although this has still not been received.	
<b>BG.23.04.09</b>	<b>Financial Forecast Return June 2023</b>	
9.1	FFR provided for noting. The FFR has not changed since the forecast was agreed in the spring. It was approved by FGP on 8 September.	
<b>BG.23.04.10</b>	<b>Draft Minute of non-quorate Audit Committee meeting held on 8 September 2023</b>	
10.1	The minutes were provided and approved.  <i>Elodie left at 12.45pm</i>	
<b>BG.23.04.11</b>	<b>Risk Register Update</b>	
11.1	Members fed back that it was reassuring to see the risk register in the format it is now. Thanks was given to Tom for the time taken to create this.	
<b>BG.23.04.12</b>	<b>Health and Safety Report for period ending 31 July 2023</b>	
12.1	A paper was provided and noted by members.	

<b>BG.23.04.13</b>	<b>Policies due for Review and Approval</b>	
13.1	This is a standing item on the agenda. There was nothing to present today.	
<b>Strategy and Performance</b>		
<b>BG.23.04.15</b>	<b>Draft Minute of Learning, Teaching and Engagement Committee meeting held on 8 September 2023</b>	
15.1	The minutes provided were noted. Approval will take place at the next meeting of LTE Committee.	
<b>BG.23.04.16</b>	<b>Finalised position – FE credits and HE FTEs for 2022-23</b>	
16.1	Paper provided. Members noted.	
<b>BG.23.04.17</b>	<b>Student Destination Data</b>	
17.1	Paper provided. Members noted.	
<b>BG.23.04.18</b>	<b>Plans for start of AY 2023-24</b>	
18.1	Paper provided. Members noted.	
<b>BG.23.04.19</b>	<b>Targets for 2023-24 and recruitment to date – FE credits and HE FTEs</b>	
19.1	Due to EM not being able to attend, this will be discussed in further detail at the next full meeting of the Board. Rosemary took this opportunity to thank all teams involved in the organisation of the Graduation that was held on Friday 22 September. Also, a thanks was given to all the staff and students who were in attendance.	
<b>BG.23.04.20</b>	<b>Enhancement Plan Update</b>	
20.1	Members noted the paper provided. It will be brought back to the next Board meeting for final approval.	
<b>People</b>		
<b>BG.23.04.21</b>	<b>Draft Minute of HR Committee meeting held on 8 September 2023</b>	
21.1	The minutes provided were noted. Approval will take place at the next meeting of the HR Committee.	
<b>BG.23.01.22</b>	<b>HR Report</b>	
22.1	Noted. To be presented/discussed at Board meeting in November.	
<b>BG.23.04.23</b>	<b>National Bargaining Update</b>	
23.1	Noted. To be presented/discussed at Board meeting in November.	
<b>BOARD GOVERNANCE AND DEVELOPMENT</b>		
<b>BG.23.04.24</b>	<b>AOCB</b>	
24.1	AA was asked if there had been any feedback on students being back to face-to-face teaching. AA commented that although it had been a short time, the feedback that had been received was positive. This was supported by CW. The only recent “issue” being adverse weather.	

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<b>BG.23.04.25</b>	<b>Date of Next Meeting</b>	
25.1	Friday 8 December 2023 (inc. AGM) – However, as agreed, there will be an additional meeting of the Board.	
	<i>Break 1.20pm - Martin arrived 1.25pm – Members returned 1.30pm</i>	
<b>BG.23.4.14</b>	<b>Principals Report</b>	
14.1	<p>Martin provided updates on the following;</p> <p><u>Rural Growth Deal</u> - Re. Marina project, consultants are being provided and funded by HIE both to help with the feedback to government and to engage with Dunstaffnage Marina.</p> <p>Dunoon infrastructure improvements – This is part of the deal which includes two other skills related projects. Council Consultants are providing more support to the three projects together.</p> <p><u>Industrial Action</u> – There have been strike days, although numbers are low and declining at Argyll. However, increased numbers have been seen elsewhere. The disputes for both Support and Academic staff are ongoing.</p> <p><u>UHI2024</u> –The FFRs for all academic partners, do not show a good picture. UHI Argyll can be thankful for the reserves we do have; however, they are not the solution. The appetite to find a solution is a priority now, more than ever. Initial work is underway to look at a new Target Operating Model for the partnership as a whole. The Curriculum Workstream is moving forward on the development of new programmes identified earlier in the year by external consultants. No real strategic funding has been allocated to these developments.</p> <p>Martin provided a very brief update on the meeting held this morning with Graham Dey, Minister for Higher and Further Education.</p>	
	<i>Meeting closed 2.15pm</i>	
	<p><b>Signed by:</b></p> <p>..... <b>Date</b> .....</p> <p><b>Chair of UHI Argyll Board of Management</b></p>	

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## Matters Arising/Actions

ITEM	ACTION	ACTION BY	DATE	UPDATE/STATUS
<b>BG.23.04.06</b>	<b>Chairs Report</b>			
	EM to gather availability information for the organisation of extraordinary Board meeting	EM	ASAP	