



**MINUTES of the MEETING of the HUMAN RESOURCES COMMITTEE held via Microsoft Teams on Thursday 05 June 2025.**

**PRESENT:** Innis Montgomery, Chris O'Neil, Donald MacKenzie, Jane Davidson, Sally Blyth, Annie Nelson & Victoria Erasmus

**CHAIR:** Innis Montgomery

**APOLOGIES:** David Stewart

**ATTENDING:** Vice Principal – Curriculum, Operations and External Relations  
Vice Principal – Curriculum, Student Experience and Quality  
Head of HR  
Professional Development Manager  
David Jack, Lecturer  
Sarah Batchelor, Anderson and Strathern  
Governance Officer

The Governance Officer confirmed that this meeting was quorate.

The Chair welcomed everyone to the meeting; apologies were noted.

There were no declarations of interest, statements of connections or transparency statements noted.

**CREATIVE SESSION**

*David Jack joined the meeting.*

Collaborative Leadership Presentation took place (CSN-01-06-2025).

*David Jack left the meeting.*

1. MINUTES

**a.) Minutes of the Meeting of the Human Resources Committee held 13 March 2025**

**Decision:** The Minutes of the Human Resources Committee held on 13 March 2025 were **AGREED** as a correct record and were **APPROVED**.

**b.) Confidential Note (CN-01-032025) of the Human Resources Committee held on 13 March 2025**

**Decision:** The Confidential Note (CN-01-032025) of the Human Resources Committee held on 13 March 2025 was **AGREED** as a correct record and was **APPROVED**.

**c.) Confidential Note (CN-02-032025) of the Human Resources Committee held on 13 March 2025**

**Decision:** The Confidential Note (CN-02-032025) of the Human Resources Committee held on 13 March 2025 was **AGREED** as a correct record and was **APPROVED**.

**d.) Confidential Note (CN-03-032025) of the Human Resources Committee held on 13 March 2025**

**Decision:** The Confidential Note (CN-03-032025) of the Human Resources Committee held on 13 March 2025 was **AGREED** as a correct record and was **APPROVED**.

**e.) Confidential Note (CN-04-032025) of the Human Resources Committee held on 13 March 2025**

**Decision:** The Confidential Note (CN-04-032025) of the Human Resources Committee held on 13 March 2025 was **AGREED** as a correct record and was **APPROVED**.

## 2. OUTSTANDING ACTIONS – none

## 3. POLICIES FOR APPROVAL

### a.) Reviewed Maternity & Parenting Leave Policy

The Head of HR spoke to her report which provided the HR Committee with an update on the reviewed Maternity & Parenting Leave policy. The policy had been updated in line with legislation changes to Paternity and Neonatal Leave. The document had been to the PPRP Committee on 3<sup>rd</sup> March 2025 and had been opened for staff consultations between 4-25<sup>th</sup> March 2025. Approvals had been given by JCC Committee on 25<sup>th</sup> March 2025 and the EMT Committee on 1<sup>st</sup> April 2025.

The Committee welcomed the policy and thanked the Head of HR for her detailed report.

**Decision:** The Committee **APPROVED** the reviewed Maternity & Parenting Leave policy and recommend for full Board approval.

### b.) New National Staff Disciplinary Policy

The Head of HR spoke to her report which provided the HR Committee with an update on the new National Staff Disciplinary policy. National Agreements had been reached on National Disciplinary Policy and Model Disciplinary Procedure for Support Staff and Lecturing Staff with the policy applying from 11<sup>st</sup> August 2025. UHI Inverness will be developing a local UHI Inverness Staff Disciplinary Procedure, which should be ready for PPRP in July.

The Committee welcomed the report but asked for clarification in regard to links to other policies within the body of the document. Live links to be added before the approval by the Board.

**Action 1:** Live links to other policies to be added to the body of the new National Staff Disciplinary policy document.

**Decision:** The Committee **APPROVED** the new National Staff Disciplinary policy and recommend for full Board approval.

#### **4. PROFESSIONAL DEVELOPMENT UPDATE**

The Professional Development Manager spoke to her report which provided a brief update on staff professional development activities in the second semester of academic year 2024/25, including aspects of the implementation of the Talent Management strategy.

Following items had been reported on:

- Staff Development Days – 16 & 17 June 2025
- Research Schemes
- Implementation of the Talent Management Strategy
  - Skills matrices project
  - Collaborative model of leadership, including a Future Leaders programme

The Committee welcomed the report and positively commented on the variety and availability of training sessions during both Staff Development Days. Discussion about staff's future skills environment, importance of clear progression routes within the organisation and future curriculum planning against development needs of all staff took place.

The Chair thanked the Professional Development Manager for her detailed report.

#### **5. NATIONAL BARGAINING / JOB EVALUATION (CONFIDENTIAL)**

The Committee were provided with a confidential update in respect of National Bargaining / Job Evaluation report (CN-01-062025).

#### **6. HUMAN RESOURCES – QUARTERS 1 & 2 REPORT 2024/25 (CONFIDENTIAL)**

The Committee were provided with a confidential update in respect of Human Resources – Quarters 3 Report 2024/25 (CN-02-062025).

## **7. TALENT MANAGEMENT – SKILLS PROFILES**

This agenda item had been covered under agenda item 4 Professional Development Update.

## **8. PUBLIC SECTOR EQUALITY DUTY REPORT & AND NATIONAL EQUALITY OUTCOMES 2025-2029**

The Vice Principal – Curriculum, Student Experience and Quality and HR Manager spoke to their join report which provided the Committee with an overview of college's PSED report, the new national equality outcomes and the gender pay gap report. UHI Inverness, as a public sector institution, is legally obligated to uphold the Public Sector Equality Duty (PSED) under the Equality Act 2010. This duty requires the college to eliminate unlawful discrimination, promote equality of opportunity, and foster good relations between people who share protected characteristics and those who do not. The publication of the new National Equality Outcomes (NEOs) by the Scottish Funding Council and the Equality and Human Rights Commission in November 2024 identified the most persistent inequalities which affect both students and staff in Scotland's tertiary education sector. The report addressed the persistent inequalities across the key themes of age, disability, gender re-assignment, race, religion or belief, sex and sexual orientation. There were two parts to the report: reflection on progress made since 2023 and a forward-looking action plan.

The Committee welcomed the report and positively commented on the in depth analysis presented.

The Chair thanked the Vice Principal – Curriculum, Student Experience and Quality and HR Manager for their detailed report.

## **9. COMMITTEE EVALUATION**

*The Chair of HR left the meeting with Sally Blyth chairing the meeting in his absence.*

Governance Officer spoke to her report which provided the Committee with an update about annual Board and Committee self-evaluation process. In October/November 2025 UHI Inverness Board of Management will be

undergoing an Externally Facilitated Effectiveness Review conducted by CDN. The review takes place every 3-5 years and the latest took place in autumn 2020. The CDN confirmed that the Board does not need to conduct its annual Internal Evaluation Process in the year the external review takes place.

## 10. EMPLOYMENT LAW UPDATE

*Sarah Batchelor, Anderson and Strathern joined the meeting.*

*The Vice Principal – Curriculum, Operations and External Relations left the meeting.*

Sarah Batchelor, Anderson and Strathern provided the Committee with an update on the Supreme Court Gender ruling. The judgement clarifies the position in respect of sex-based rights and protections in relation to the Equality Act 2010. It was determined that the definitions of “sex,” “man,” and “woman” in the EA 2010, refer to biological sex only. The ruling does not invalidate or impinge upon the Gender Recognition Act 2004; however, it outlines that such recognition does not alter the interpretation of “sex” under the Equality Act. Transgender individuals will remain protected from discrimination based on gender reassignment and can still bring claims for direct and indirect discrimination, harassment, and victimisation in reliance on principles such as associative and perceived discrimination. The court considered its decision to not be a victory for one group over another, but a clarification aimed at supporting fairness, legal consistency and better policy implication across workplaces. The decision will have wide-ranging implications for employers, service providers, associations and charities, as well as women and trans people.

*The Chair of HR re-joined the meeting, thanked Sally Blyth for chairing in his absence and asked her to continue till the end of current agenda item.*

The Committee welcomed the report and asked for clarification if the ruling will have further implications for UHI Inverness. The Vice Principal – Curriculum, Student Experience and Quality assured the Committee that the college is well placed to comply with the new law.

The Chair thanked Sarah Batchelor, Anderson and Strathern for her detailed update.

*Sarah Batchelor, Anderson and Strathern left the meeting.*

*Innis Montgomery took over chairing responsibilities.*

**11. EMPLOYEE RELATIONS – CONFIDENTIAL**

The Committee were provided with the minutes of the JCC meeting held on 25<sup>th</sup> March 2025.

**12. AOCB**

Nothing raised.

**13. DATE OF NEXT MEETING – Thursday 4<sup>th</sup> September 2025 at 08.30am.**

**Signed by the Chair:**

**Date:** 05-09-2025

A handwritten signature in dark ink, appearing to be 'A. M. K.', is written over the signature line.