UHI | INVERNESS

MINUTES of the MEETING of the HUMAN RESOURCES COMMITTEE held via Microsoft Teams on Thursday 12 March 2026.

PRESENT:	Innis Montgomery, Annie Nelson, David Stewart, Jane Davidson, Lindsay Ferries, Sally Blyth & Victoria Erasmus
CHAIR*:*	Innis Montgomery
APOLOGIES:	Donald MacKenzie & Chris O'Neil
ATTENDING:	Vice Principal – Curriculum, Operations and External Relations Vice Principal – Curriculum, Student Experience and Quality Head of HR Professional Development Manager Health, Safety and Sustainability Manager Representative from Anderson & Strathern Governance Officer

The Governance Officer confirmed that this meeting was quorate.

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

The Vice Principal – Curriculum, Operations and External Relations informed the Committee that she will be deputising for the Principal at today's meeting.

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

Brief verbal update regarding the UHI Partnership meeting that took place on Wednesday 11th March 2026 was provided by the Chair of Board.

1. MINUTES

a.) Minutes of the Meeting of the Human Resources Committee held 20 November 2025

Decision: The Minutes of the Human Resources Committee held on 20 November 2025 were **AGREED** as a correct record and were **APPROVED.**

b.) Confidential Note (CN-HR-01-112025) of the Human Resources Committee held on 20 November 2025

Decision: The Confidential Note (CN-HR-01-112025) of the Human Resources Committee held on 20 November 2025 was **AGREED** as a correct record and was **APPROVED.**

c.) Confidential Note (CN-HR-02-112025) of the Human Resources Committee held on 20 November 2025

Decision: The Confidential Note (CN-HR-02-112025) of the Human Resources Committee held on 20 November 2025 was **AGREED** as a correct record and was **APPROVED.**

d.) Confidential Note (CN-HR-03-112025) of the Human Resources Committee held on 20 November 2025

Decision: The Confidential Note (CN-HR-03-112025) of the Human Resources Committee held on 20 November 2025 was **AGREED** as a correct record and was **APPROVED.**

2. OUTSTANDING ACTIONS

- **Collaborative Leadership Presentation – ONGOING -** The Professional Development Manager reported a shift in the work culture reported by participants. Empirical Evidence, for example via a pulse survey, to be gathered from participants to measure the development and shift within college culture.

- **Collaborative Leadership Presentation – COMPLETE -** The HR Committee found the presentation of great value and recommended to the whole Board of Management. Collaborative Leadership Presentation to be presented to the whole Board of Management.

  Decision: It was **AGREED** that this item could be removed from the list.

- **UHI Transformation Update – ONGOING -** Board's concerns about the lack of transparency of the transformation project, lack of involvement of college Board Members, tight timelines and lack of paperwork prior meetings to be raised with the Chair of the Court.

- **Annual Review of Sub-strategies – COMPLETE -** Annual Evaluation of Sub-Strategies report to be presented to the Committees in March 2026 with sub-strategies mapped onto the KPI Matrix.
  Decision: It was **AGREED** that this item could be removed from the list.

- **Annual Review of Sub-strategies – COMPLETE -** Existing KPI Matrix to be evaluated and HR Committee's specific KPIs to be identified.
  Decision: It was **AGREED** that this item could be removed from the list.

- **Professional Development Update – COMPLETE -** Curriculum planning presentation, including the financial impact on student and staffing resources to be added to the March meeting.
  Decision: It was **AGREED** that this item could be removed from the list.

- **Student Drug And Alcohol Misuse Policy Update – COMPLETE -** Draft Student Drug And Alcohol Misuse Policy and Presentation from June 2025 to be shared with the Committee.
  Decision: It was **AGREED** that this item could be removed from the list.

3. POLICIES FOR APPROVAL (CONFIDENTIAL)

a.) Student Drug & Alcohol Misuse Policy

The Committee were provided with a confidential update in respect of Student Drug and Alcohol Misuse policy (CN-HR-01-032026).

The Head of HR joined the meeting.

Decision: The Committee **DID NOT APPROVE** the Student Drug & Alcohol Misuse Policy.

4. VS SCHEME UPDATE (CONFIDENTIAL)

The Chair confirmed the item as one for discussion and not decision.

The Committee were provided with a confidential update in respect of VS Scheme Update (CN-HR-02-032026).

Jane Davidson & Victoria Erasmus left the meeting.

5. ANNUAL REVIEW OF SUB-STRATEGIES

Due to time constraints the report was confirmed as read with comments to be sent to the Governance Officer.

6. PROFESSIONAL DEVELOPMENT UPDATE

The Professional Development Manager joined the meeting.

The Chair confirmed the report as read and asked the Professional Development Manager to provide highlights only.

The Committee welcomed the report and positively commented on the level of details included. Discussion about TQFE Level 9 qualification provided for all new staff in their first year of contract, its impact on the quality of delivery, student satisfaction and successful outcomes took place.

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

The Professional Development Manager left the meeting.

7. UHI TRANSFORMATION UPDATE (CONFIDENTIAL) (standing item)

The Committee were provided with a confidential update in respect of UHI Transformation Update (CN-HR-03-032026).

8. NATIONAL BARGAINING / JOB EVALUATION (CONFIDENTIAL)

The Committee were provided with a confidential update in respect of National Bargaining / Job Evaluation (CN-HR-04-032026).

Representative from Anderson & Strathern joined the meeting.

The Governance Officer asked the Representative from Anderson & Strathern to leave the meeting as the Committee was discussing a confidential item and

confirmed that the Representative will be called into the meeting at allocated time.

Representative from Anderson & Strathern left the meeting.

9. HUMAN RESOURCES – QUARTER 2 REPORT 2025/26 (CONFIDENTIAL)

The Committee were provided with a confidential update in respect of Human Resources – Quarter 2 Report 2025/26 (CN-HR-05-032026).

10. HYBRID WORKING UPDATE

The Head of HR reported that the college has undertaken a review of the existing guidance around the hybrid working and will present the Committee with a report in June 2026.

11. HSE WELLBEING SURVEY RESULTS

The Health, Safety and Sustainability Manager joined the meeting.

Due to time constraints and the importance of the agenda item the Chair decided that an extraordinary one agenda item meeting should be scheduled to take place in April 2026 to discuss the report in full.

Action 1: An Extraordinary HR Committee meeting to be scheduled to discuss the HSE Wellbeing Survey Results report.

The Health, Safety and Sustainability Manager left the meeting.

12. EMPLOYMENT LAW UPDATE

Due to time constraints the item was taken as read with comments to be sent to the Governance Officer.

The Chair asked for this item to be moved higher up on the agenda for all future meetings.

13. STRATEGIC PLANNING 2026/27

The Governance Officer spoke to her report which provided the Committee with an update about the strategic discussions that took place at the Board Away

Day in February 2026. Committee's governance documents had been presented, and the Members were asked to review them and send their feedback to the Governance Officer by the end of March 2026. Any requested changes to the documents will be discussed with the Committee's Chair in April 2026 and will then be brought in draft version to the June meeting for review and approval.

The Chair thanked the Governance Officer for her detailed report.

14. EIS REPORT ON FURTHER EDUCATION – SUMMARY – to follow

This item will follow in due course.

15. AOCB

Nothing raised.

The Chair thanked all for their time and input and a productive meeting.

The Vice Principal – Curriculum, Operations and External Relations thanked the Committee for their detailed feedback and ongoing support.

16. DATE OF NEXT MEETING – Thursday 04th June 2026 at 08.30am.

Signed by the Chair: 

Date: 04/06/2026