



## Board of Management

### MINUTES of the MEETING of the CHAIRS COMMITTEE held via Microsoft Teams on Thursday 30 July 2020

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| <b>PRESENT:</b>   | Sarah Burton, Innis Montgomery, Donald MacKenzie  |
| <b>APOLOGIES:</b> | John Wilson and Tom Speirs,                       |
| <b>CHAIR:</b>     | Sarah Burton                                      |
| <b>ATTENDING:</b> | Principal<br>Secretary to the Board of Management |

There were no declarations of interest noted.

#### 1. MINUTES

The minute of the Meeting of the Committee held on 25 June 2020 was **ACCEPTED** as a correct record and was **APPROVED**.

#### 2. OUTSTANDING ACTIONS

- Board Member Evaluations – all Board Member evaluations are to begin. Guidance is available from the Board Secretary.
- Finance Strategy – The Committee agreed that this will be picked up within our ongoing strategy development. Although we have been attempting to align our strategy with that of UHI due to the delays with the UHI strategy this has been fragmented. The financial strategy will be a subset of our overarching strategy.

#### 3. FINANCIAL RECOVERY PLAN - CONFIDENTIAL

The Principal presented a confidential report on the position up to Mid-July.

The Committee enquired as to the figures highlighted in red within the report and whilst it was thought that these were items currently already in action it was **AGREED** that the Principal will seek clarification from the Director of Finance on this and report back at the next meeting.

The new Chair of the Finance and General Purposes Committee advised that he would be planning to meet with the Director of Finance to discuss and further understand how the Financial Recovery Plan is working, what we are able to report and how this will work in practical terms. The Committee welcomed this and felt it would give us a framework for moving forward.

The Committee discussed student experience and how we ascertain if the plan may be impacting on students. Whilst the Committee were aware of the regular surveys, other ways which impacts could be seen were discussed. The Principal felt that the balance between our Curriculum Plan and the Workforce Plan

should ensure that all students have the support that they require however we continue to monitor this with surveys and student meetings. These student meetings allow all class reps to meet and debate with the Principal on a monthly basis and these meetings would be a key indicator as to any concerns.

A lengthy confidential discussion on the ELCC took place.

The Committee **AGREED** that an updated position for the ELCC will be taken to the next Chairs meeting in August. Due to timescales it was requested that the meeting takes place earlier in August and if required Board approval can be sought via email.

#### 4. AOCB

##### Alignment Discussions

The Chair took the Committee through a paper which had been prepared by John Kemp following discussions with 4 Board of Management Chairs over alignment. The Committee noted that nothing had progressed beyond this initial discussion.

The Committee discussed the EO improvement plan, the pace to date in implementing shared services and noted that views on proposed alignment would be sought from AP Chairs along with views from the Scottish Government.

The Committee acknowledged the shared services already in place with North Highland College and it is felt that this is the beginning of an inevitable journey. Following agreeing the shared financial service we will look at other possible shared services with North Highland College.

The Chair advised the Committee that the Chair of Court and Principals of the other Colleges are all aware of the discussions being held.

#### 5. DATE OF NEXT MEETING – 10 September 2020 at 8.30 a.m.

*Sarah Burton*

**Signed by the Chair:**

**Date:** 10.09.20