

# UHI | INVERNESS

## MINUTES of the MEETING of the CHAIRS COMMITTEE held via Microsoft Teams on Thursday 2 November 2023

<b>PRESENT:</b>	Mark Sheridan, Dee Bird, Donald MacKenzie, Chris O'Neil, Innis Montgomery and Janette Campbell
<b>APOLOGIES:</b>	N/A
<b>CHAIR:</b>	Mark Sheridan
<b>ATTENDING:</b>	Governance Officer

The Chair welcomed everyone to the meeting and the Governance Officer confirmed that this meeting was quorate. The Chair welcomed Janette Campbell as the new Chair of the Audit Committee.

There were no declaration of interests, statements of connection or transparency statements noted.

### 1. MINUTES

#### a.) Minutes of the Meeting of the Committee held on 31 August 2023

**Decision:** The minute of the Meeting of the Committee held on 31 August 2023 was **ACCEPTED** as a correct record and was **APPROVED**.

#### b.) Confidential Note of Chairs Discussion (CN-01-082023) held on 31 August 2023

The Confidential Note of the Chairs Discussion (CN-01-082023) held on 31 August 2023 was **ACCEPTED** as a correct record and was **APPROVED**.

## 2. OUTSTANDING ACTIONS

- Audit Committee Training – Chairs were advised that this was being progressed and that training will be scheduled for November 2023.
- Efficiency Review – A review of the Professional Services Costs now vs pre-financial recovery plan will be conducted as part of our effectiveness review. This issue will continue to be monitored over the upcoming year in respect of workload analysis and our Talent Management Process.
- Review of Annual Strategic Plan – Chairs noted that this formed part of the agenda.
- Review of Skills Matrix and Committee Membership – The Chair advised that discussions will take place with members whose first term is ending this year to ascertain whether they would wish to return for a second term. With Janette Campbell now elected to a full member there is a need for a new co-opted member.
- LT&R Committee Update - The Governance Officer to arrange a meeting between the Chair of the LT&R Committee and the Director of the Centre for Living Sustainably to discuss knowledge exchange, research and the impact of this. Director of the Centre for Living Sustainably has joined the LT&R Committee.

## 3. PRINCIPAL UPDATE

The Principal provided Chairs with a verbal update that included:

### **Industrial Action**

Chairs were provided with an update on industrial action and the actions short of strike. Marks from all staff who took part in the ASOS had now been entered bar

one lecturer who is off sick this week. EIS is going back to ballot this month, but it is becoming clearer that having a mandate will be difficult as staff want to settle. There has been an ongoing discussion in regard to wording of the statement as unions would like to confirm that no compulsory redundancies will take place, but this needs to say as one of the open options that will allow colleges to go through the process if needed.

The Chair of the Board added that it could be seen as good practice to set up a meeting with all staff present to inform them of the Government proposition to allow union members to join Boards from February 2024.

### **Finance Director**

Niall McArthur has been confirmed as the new Finance Director and will start on 15<sup>th</sup> January 2024.

## **4. CHAIRS UPDATE**

### **LT&R Committee**

The Chair of the LT&R Committee advised that meeting scheduled for 24 October did not take place as it was not quorate. The new date is Tuesday 5<sup>th</sup> December with Research staff in attendance.

### **F&GP Committee**

The Chair of the F&GP Committee advised that the Committee met on 7<sup>th</sup> September and issues with shared financial services had been discussed. Diary hold has been sent out for December Joint Audit and F&GP Committee meeting, subject to completed audit reports.

### **Audit Committee**

The Chair of Audit Committee reported that discussions are taking place with Finance representatives re provisional Joint Audit & F&GP Committee meeting planned for 7<sup>th</sup> December.

### **HR Committee**

The Chair of the HR Committee reported that the agenda setting meeting went well on the 24<sup>th</sup> October, with the Committee meeting scheduled for Thursday 16<sup>th</sup> November. Main discussion points will be employee relation and current financial situation.

### **5. CREATION OF A FUTURES SUB GROUP**

Confidential report by the Principal.

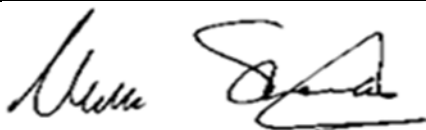
### **6. AOCB**

The Principal reported that photographer Brian Griffin visited UHI Inverness and delivered a presentation to Friday's school pupils. He is also considering leaving his archive of original photographs spanning his whole career to UHI Inverness.

### **7. DATE OF NEXT MEETING**

Thursday 29 February 2024 - 8.30 a.m.

**Signed by Chair:**



**Date: 29-02-2024**