

University Court

Tue 14 December 2021, 14:00 - 16:00

By VC - Microsoft Teams

Attendees

Board members

Alastair MacColl (Chair), Andrea Robertson, Angus Campbell, Brian Crichton, David Sandison, Duncan Macaulay, Florence Jansen, Mei-Li Roberts, Rosemary McCormack, Sara O'Hagan, Todd Walker, Linda Kirkland, Poonam Malik, Kirsty Macpherson

In attendance

Donna Heddle (Vice Principal Research & Impact), Gary Campbell (Vice Principal - Strategic Development), John Kemp (Vice Principal Further Education), Niall McArthur (Director of Corporate Resources), Nicholas Oakley (Clerk), Roger Sendall (Acting University Secretary)

Meeting minutes

1. *WELCOME & APOLOGIES

The Chair opened the meeting and noted the apologies from Malcolm Burr, Beverly Clubley, Fiona Mclean, Kyle Gee, and Sarah Helps.

 Court Agenda 14 December 2021.pdf

1.1. *Declarations of Interest

Brian Crichton declared an interest in items 3.5 branding project and 4.4 appointment of independent board members as Chair of Perth College UHI. There were no other declarations of interest made.

1.2. *Notification of other business

There was no other business notified.

2. MINUTES OF MEETINGS

2.1. *Approval of the minutes of 24 November 2021

The Court requested a change to the reserved business minute of 24 November 2021 meeting, item 7.4 notifiable event, to clarify the timeline and actions taken by Perth College UHI.

The Court **approved** the minutes of the meeting held on 24 November 2021 subject to this amendment.

 UC21-190 Minutes_University Court_241121.pdf

2.2. *Matters Arising

The Court **noted** the matters arising from the previous meeting.

 UC21 - 191 matters arising.pdf

2.3. *Review of Any Delegated Decisions

The Court **homologated** the delegated decision to extend Robbie Rowantree as Chair of North Highland College UHI following a NHC Board request.

2.4. *Minutes from Committees of Court since last Court meeting

2.4.1. - Foundation - 18 November 2021

The Court **noted** the minutes of the Foundation meeting held on 18 November 2021.

3. *STARRED ITEMS FOR DISCUSSION

3.1. *P&VC Report

Todd Walker

Prof Todd Walker, Principal and Vice Chancellor, presented members with an update report. He noted that announcements were imminent on Covid-related restrictions. He reported that the sector was nervous about a potential move to fully online in semester 2 due to rising Covid cases; and that there had been a recognition that the sector is currently operating at beyond level 0. He reported that the partnership's Crisis Management Group continued to meet and monitor as needed during the Christmas break.

Prof Walker reported that the university would be seeking urgent meetings with SFC for more information on credit guidance.

The Court noted that registration for the Office of Students was a complex procedure, and noted that Andrea Robertson would liaise with Gary Campbell, Vice Principal Strategic Developments, to share her expertise on the matter.

The Court **noted** the update and verbal report.

UC21-203 P&VC Report to Court 14 Dec 2021.pdf

3.2. *Draft UHI Statutory Accounts 2020-21 (including supporting paper)

John Kemp & Niall McArthur

The Chair of Court reported that he had met with FGPC and Audit Chairs and both recommended Court approve the 2020-21 statutory accounts. He reported that the value of the student residences had been written down and that actions on improving the position and the accounting treatment were underway.

The Court **approved** the 2020-21 statutory accounts.

The Court requested further information on the pensions position, including both LGPS and USS, as well as a suitable options appraisal.

Action: Briefing and options appraisals for USS and LGPS pension schemes to be brought to the next Court meeting. (Owner: N McArthur)

UC21-193 - append 1 -going concern report.pdf

UC21-193 summary accounts report - 20-21.pdf

UHI Accounts 2020-21 Draft 4.pdf

3.3. *External Audit final management report 2020-21

John Kemp & Niall McArthur

The Court **approved** the external audit financial management report 2020-21.

UHI Updated Final Management Report.pdf

3.3.1. *2021 Letter of Comfort of Representation - signed Todd Walker

Todd Walker

The Court **noted** the 2021 Letter of Comfort of Representation.

UC21-194a Letter of Comfort - signed.pdf

3.4. *2021-22 Q1 Reforecast

John Kemp & Niall McArthur

The Court **noted** the 2021-22 Quarter 1 Reforecast.

UC21-195 UHI Q1 reforecast report - 20-21.pdf

3.5. *Branding Project Implementation

Lydia Rohmer/Margaret Antonson

Prof Walker reported on the branding project implementation. He reported that the Perth College UHI Board had determined to take an alternative approach to brand deployment; the Chair of Court and Prof Walker would meet with the Perth College UHI Chair and Principal to discuss next steps.

The Court **noted** the update on the branding project implementation.

UC21-196 Branding update071221.pdf

New visual identity implementation plan.pdf

4. UNSTARRED ITEMS

4.1. UHI Research & Enterprise Ltd Statutory accounts 2020-21

John Kemp & Niall McArthur

Niall McArthur, Director of Corporate Resources, presented the 2020-21 UHI Research & Enterprise Ltd Statutory accounts. He reported that the auditor had noted a couple of potential adjustments on income and recognition (under £10k). He noted that the directors of UHIRE are UHI staff and that the accounts do not require Court approval but were presented to the Court for noting.

The Court **noted** the UHI Research & Enterprise Ltd Statutory accounts.

-  UC21-197 UHI Research Enterprise subs accounts - 20-21.pdf
-  UHI Research and Enterprise Limited 2020-21 Third draft (1).pdf

4.2. MPI (Dornoch) Limited accounts 2020-21

John Kemp & Niall McArthur

The Court **noted** the MPI (Dornoch) Limited accounts.

-  UC21-198 MPI Dornoch Limited subs accounts - 20-21.pdf
-  MPI (Dornoch) Limited - Final Accounts V4.pdf

4.3. MPI (Elgin) Limited accounts 2020-21

John Kemp & Niall McArthur

The Court **noted** the MPI (Elgin) Limited accounts.

-  MPI (Elgin) Limited - Final Accounts V4.pdf
-  UC21-199 MPI Elgin Limited subs accounts - 20-21.pdf

4.4. Appointment of Incorporated Partner College Board members

Roger Sendall

The Court **endorsed** the appointments of new incorporated partner college board members.

-  UC21-200 Perth College Appointments cover.pdf
-  UC21-200 PCUHIIBMRecruit1121.pdf
-  UC21-201 Inverness College Appointments.pdf
-  UC21-201 ICUHI BoM Recommendation to appoint request to EO Dec 2021.pdf

5. REPORTS & CIRCULARS

5.1. EO Health & Safety report

Prof Walker presented the EO Health and Safety Report. The Court raised concerns that the report lacked detail and few incidents were reported, indicating issues with the reporting mechanisms. It was also noted that whilst statutory inspections had been completed the inspection regime may be otherwise inadequate.

Prof Walker reported that a new Head of Facilities position had been filled in November to act as the health and safety lead. He invited best practice be shared across the partnership and invited Perth College UHI and others to share their reports to ensure this was effected.

The Court requested that the new Health and Safety lead present at Court in June 2022 on health and safety activities to provide appropriate reassurance.

Action: Health and Safety lead to present at Court in June 2022 on health and safety activities. (T Walker/ T Skyrme)

The Court **noted** the EO Health and Safety report.

-  EO annual HS report 20_21 - Cover Sheet.pdf
-  EO annual HS report 20_21.pdf

5.2. Procurement

The Court **noted** the 2020/21 EO annual report for procurement without further discussion.

-  EO annual procurement report 20_21 - Cover Sheet.pdf
-  EO annual procurement report 20_21.pdf

6. *AOB

The Chair reported that it was John Kemp's last Court meeting before the end of his secondment at UHI as the Vice Principal Further Education. The Court **approved** a formal vote of thanks to John Kemp for his service, stewardship, and leadership in the role and wished him well for the future.

There was no other business and the chair closed the meeting at 14:40.

7. Post-meeting action summary

Briefing and options appraisals for USS and LGPS pension schemes to be brought to the next Court meeting. (N McArthur)

Health and Safety lead to present at Court in June 2022 on health and safety activities. (T Walker/ T Skyrme)

