

University of the Highlands and Islands

Committee **Further Education Regional Board (FERB)**

Date & Time 20 February 2018 – 13:00-16:00

Location EO1 Ness Walk, Inverness

Purpose Scheduled meeting

Quorum Half plus one.

Present

Michael Foxley (Chair)	Andrew Campbell
Clive Mulholland	David Sandison
Grant Myles	Diane Rawlinson
Holly Scrimgeour	Lydia Rohmer
Morven Cameron	Neil Stewart
Peter Graham	Callum Stephen
John Hutchison	Linda Kirkland
Wilf Weir	

In attendance

Fiona Larg (in part)	Chris O'Neill
Nicholas Oakley (Secretary)	Roddy Henry (in part)
Willie Shannon	

Apologies

Angus MacLeod	Blair Sandison
Bruce Robertson	Carroll Buxton
Bruce Ritchie	Crichton Lang
Clive Rowlands	Niall McArthur
John Ross Scott	Seonag Campbell
Peter Campbell	

Item		Action
1.	<p>Welcome</p> <ul style="list-style-type: none"> – Welcome & apologies <p>The Chair welcomed the members to the meeting and noted the apologies.</p> <ul style="list-style-type: none"> – Declaration of Interest <p>There were no declarations of interest.</p> <ul style="list-style-type: none"> - Notification of any other competent business <p>The following items were noted under AOCB:</p> <ul style="list-style-type: none"> - 4.9 AP financial discussion – moved to item 3.4. - Update on Integration/ projects x y. Discussed under Chair's reports (item 3.2 and 3.3) 	
2.	<p>2.1 Minutes of meetings</p> <p>Members approved the minutes of the FERB meeting held on 22 November 2017 (FERB17-069).</p> <p>2.2 Matters Arising (FERB18-001)</p> <p>Members reviewed the matters arising and noted that all items were either ongoing or on the meeting agenda to be discussed.</p> <p>2.3 Review of Delegated Decisions</p> <p>There were no reported delegated decisions.</p>	
3.	<p>CHAIR'S REPORT</p> <p>3.1 The Chair gave members an update on his activities since the last meeting.</p> <p>The Chair reported ongoing issues with regional collaboratives, with the geographical issues faced by, for example, Argyll and Perth. Members heard that although Perth faces a different local and regional environment (eg. Tay Cities deal), work is continuing to balance the UHI partnership with this local environment.</p>	

	<p>Roddy Henry, IC Depute Principal, gave a presentation on the harmonisation of quality management arrangements. Members noted the presentation. <i>[RH leaves meeting]</i></p> <p>4.3 Student Activity Monitoring Report Discuss FERB18-002 Members noted the student activity monitoring report (paper FERB18-002), and heard that 103,449 had been delivered. The VP-FE explained that should partners deliver in accordance with their end of year estimated position the region would achieve core target but would be 823 short of achieving ESIF target. APs that have experienced fewer applications have proactively restructured for semester 2.</p> <p>Members heard from the VP-FE that target achievement for FE curriculum relies as much upon adapting curriculum and activity agilely to hit targets more than marketing as such and that key to FE recruitment was extensive engagement with local partners and understanding of local demand. The PVC proposed that the Head of Marketing be invited to explain how marketing was managed in UHI. The VP-FE further suggested that a presentation be given explaining how curriculum was managed and adapted in-year in local partners. Members then discussed ongoing work on marketing, branding and positioning in the context of FE, and were advised that any assistance from principals and executives from other APs on FE marketing should be available and could be arranged through the VP-FE, if not directly.</p> <p>4.4 Regional Outcome Agreement 2018/19 – 2020/21 FERB18-003 The VPFE gave members an update on regional outcome agreement negotiations (paper FERB18-003). She noted that the response rates on student satisfaction (SSES) fluctuate throughout the partners. HISA reported that they were working on gaining higher uptake of both SSES and NSS.</p> <p>4.5 Development of a Further Education Core Funding Model – Progress Report FERB18-004 Members noted paper FERB18-004, and that multiple responses were submitted both regionally and individually to the consultation on rurality funding. The Chair noted that he would work with the VP-FE, Principal of NHC, and others to continue work around funding bid discussions. The bid to SFC should be for £5.6M, and that Rurality funding had to be discussed at the PC and the FERB,</p> <p>4.6 Modern Apprenticeship Contract Submission FERB18-005 Members noted paper FERB18-005, and heard that the regional contract submitted to SDS was still awaiting a response. The VP-FE agreed to send around details of SDS MA contract once it had been received.</p> <p>4.7 Single Policy Environment Project Update Discuss FERB18-006 Members noted the progress on the single policy project, and heard that the admissions policy pilot had been completed and a standardised set of procedures agreed. Local Board approval will be sought following a regional equality impact assessment is completed. The new project manager is now in post and a detailed project plan will be sent to Partnership Council and FERB.</p> <p>4.8 Highlands and Islands Work-Based Learning Hub (WBL) Update FERB18-007 Members noted paper FERB18-007. The remit of the WBL Hub has expanded and now includes graduate and modern apprenticeships, and work is now underway to introduce a research strand into the WBL activities and SDS sponsored projects.</p> <p>4.9 AP Financial Monitoring - Update FERB18-008 Discussed under item 3.4.</p>	<p>PVC VPFE</p> <p>VPFE</p> <p>VPFE</p> <p>VPFE</p>
--	---	---

	<p>4.10 National Bargaining (IP) FERB18-009 Members heard an update on national bargaining. There is a widening gap between trade unions' aspirations and the financial operating environment of the college sector. The full bill for 2019/20 is in excess of £10.4m. An upcoming meeting is scheduled between the Employers' Association, Colleges Scotland chair and UHI to discuss the H&I structural issues. Further reports to FERB can be expected as developments arise.</p> <p>4.11 Moray College UHI Recovery Plan Note FERB18-010 Members noted the Moray College UHI Recovery plan (FERB18-010).</p> <p>4.12 Shetland Integration Project update Verbal Members received an update on the Shetland integration project, and heard that progress was moving to plan, with merger proposals business case circulated to both boards and feedback ongoing. Timeline and next steps were still being discussed. Substantial discussions on the projected recurring deficit is still in negotiation and further work needs to be done on financial analysis.</p> <p>4.13 Scottish College Performance Indicators 2016-17 FERB18-012 Members noted that these indicators had not yet been published (expected 23rd February).</p> <p>4.14 Argyll College Assignment Verbal Members noted that this was on track and expected before or by 31 March. An external review of board effectiveness was currently being procured.</p> <p>4.15 Flexible Workforce Development Fund update FERB18-013. Members noted that no region has yet used all allocated funds, primarily due to the 10k limit per levy-payer. The SG are now using 17/18 as a pilot and the lessons learned may be used to modify the terms for 18/19. The Chair requested a summary of what needs to be changed for more effective uptake from the VP-FE.</p>	<p>Chair</p> <p>VPFE</p>
5.	<p>AUDIT, RISK MANAGEMENT & REPORTING</p> <p>5.1 Risk Management - FE Risk Register and UHI HLRR FERB18-014 Members noted the FE risk register, and requested that the item on national bargaining be updated. The Chair noted that a push for full funding should be included under mitigation, but other members also noted that structural changes – including different delivery methods – were also under active consideration by some Boards as mitigation of this risk. The PVC requested – and members agreed - that planning for any proposed delivery changes be done regionally (with a view to regional impacts) rather than in isolation.</p> <p>5.2 Student Support Funding Discuss FERB18-015 Members noted the student support funding paper (FERB18-015).</p> <p>5.3 Education Maintenance Allowance (EMA) Members noted the education maintenance allowance paper (FERB18-016).</p>	Clerk
6.	<p>ANY OTHER BUSINESS</p> <p>Members requested that page numbers were included on the agenda to allow for better cross-referencing, as well as bookmarks on the consolidated PDF.</p> <p>Members discussed what the involvement of unions were on integration, and in particular why representatives of unions were not at FERB. The Chair took an action to see how other regional</p>	<p>Clerk</p> <p>Chair</p>

	boards approach this. There was no other business and the Chair closed the meeting.	
7.	DATES OF FUTURE MEETINGS: I. 15 May 2018 II. 12 September 2018 III. 21 November 2018	