

**Tue 06 February 2024, 16:00 - 18:00**

## **Attendees**

### **Board members**

Lydia Rohmer, Debbie Miller, Hannah Ritchie-Muir, Shona MacDougall, Matt Sierocinski King, Shannon Drew MacCallum, Christopher Alliston, Bond Derek, Derek Lewis

### **Notes - Flora Miller**

Debbie Miller was in attendance for part of the meeting.

## **1. ESTABLISHMENT OF QUORUM, WELCOME & APOLOGIES**

Chair at start of meeting noted situation regarding cancellation of meeting as scheduled for Wednesday 31st January 2024, rescheduling to today, 06th February 2024. Thanking all Committee members for accommodating this late change. Chair also noted reason for this change, namely majority of Reports not being available day prior to meeting as was scheduled for 31st January (Reports being due for issue as at Wednesday 24th January) – not allowing adequate time for Committee members to read and prepare. Chair and Principal had since met to discuss situation and constructive way forward being developed, in particular draft Reports being available for pre agenda meetings.

## **2. DECLARATIONS OF INTEREST**

Members must declare an interest, either financial or non-financial in any item on the Agenda and should do so at the start of the meeting or as early as possible during the meeting. Members must not remain, nor participate in any way in a part of the meeting in which they have declared an interest.

Members must declare a connection which does not amount to an interest in any item on the Agenda where in the interests of transparency they consider that it is appropriate to do so.

Chris Alliston declares interest in Cnoc Soillier business case.

## **3. MINUTES OF MEETING**

F&GP Committee Meeting - 1 November 2023

Minutes to be changed for LR - from principal designate to Principal and Chief Executive

Minutes, subject to aforementioned change were noted and approved without discussion.

## **4. CONFIDENTIAL ITEM**

### **Withheld**

### **4.7 Capital Expenditure**

The Committee discussed each of the Capital Reports presented, with Director of Finance giving an overview of each Report. Some discussion points included: IT department saving funds by leasing rather than buying. This is a short-term option to allow cash savings, this will allow future years budgets to build up our own up to date IT equipment. ERI grant fund approved subject to funding. Replacement of vehicles approved, scrutiny did take place to agree all vehicles were needed. It was advised leasing vehicles is a more cost-effective option as paying

mileage works out more expensive, staff are moving around centres more with the geography of the college. Unfortunately, electric vehicles are not an option at present due to the infrastructure needed for our rural locations. It was noted the locations the vehicles are placed are in very remote locations. The summary has been dictated by course needs for minibuses.

#### **4.8. Advancing Manufacturing Challenge Fund (AMCF) - Summary**

Chair asked for deferral of this item, reflecting a number of clarifications required and the need for further discussion by Committee. Report thereafter to be re-presented to Committee for discussion. Although a very detailed report, some discussion also required regarding the case studies presented – in particular why the case studies not showing about the companies with an end product. Clarification, it is about a free service being offered.

Advised that due to European grant conditions it could only be offered on a free service.

**A - Budget to be produced for AMC over the next 3 years to include operating costs, income projected and staffing costs. - Finance Director**

**A - Executive summary to be produced for next meeting to include outcome achievement cost -**

**Debbie Miller**

### **5. POLICIES FOR APPROVAL**

#### **5.1. Driving at Work**

Approved to go to board on February 28th

#### **5.2. Adverse Weather**

Committee noted an amendment to Report to include reference to Board members – Debbie Miller to action.

Committee approved Report, subject to the aforementioned amendment being made, recommending to Board for approval 28th February 2024.

### **6. Cnoc Soillier Business Case**

Chair advised that due to the late receipt of such a detailed Report, Committee would require further time to fully consider the Report & Recommendations being presented but could discuss today and highlight points of clarification.

Discussion by Committee concluded at this point, noting that clarifications would be progressed allowing wider Board discussion.

### **7. ESTATES**

#### **7.1. UHI NWH Estates Strategy - Up-date**

Chair requested that this item be deferred until next meeting of this Committee (20th March 2024), allowing a strategic update on this developing Strategy. Awaiting further information, information gathering is currently taking place. Defer to next meeting 20th March 2024.

#### **7.2. CONFIDENTIAL ITEM**

**withheld**

### **8.1. Health & Safety Report - Update**

A - Report to be restructured to include an executive summary with the lower level details being in appendices.

A - Discussion to take place to allow linking with HR committee and agree a detailed report.

It was identified a students name was within the report

**A - remove student name and replace with student**

### **8.2. Role of Health & Safety Champion**

The Committee approved this Report, recommending to Board for approval at meeting on 28th February 2024.

### **9. DATE OF NEXT MEETING - 20 MARCH 2024**