

Minute

College Management Council Sub-committee

Monday, 25 October 2021, 13:30.

Microsoft Teams.



Present

Councillors Stephen G Clackson, Alexander G Cowie and J Harvey Johnston.

Community Representatives:

Beverly Clubley and Malcolm Graves.

Student Representative:

Francesca Meneghetti, Orkney Depute President, Highlands and Islands Students' Association.

Clerk

- Sandra Craigie, Committees Officer.

In Attendance

- James Wylie, Executive Director of Education, Leisure and Housing.
- Graham Bevan, Service Manager (Secondary and Tertiary Education).
- Paul Kemp, Strategic Finance Manager.
- Peter Trodden, Solicitor.
- Hazel Flett, Senior Committees Officer.
- Amanda Anderson, Senior HR Adviser.

Orkney College

- Joanne Wallace, Acting Principal.
- Claire Kemp, Assistant Principal.
- Andie John Seatter, Staff Representative (for Items 1 to 5).

Observing

- Rebecca McAuliffe, Press Officer.
- Donna Wishart, Principal's PA and College Management Team Secretary.

Apologies

- Councillor W Leslie Manson.
- Councillor Gwenda M Shearer.
- Rebecca May, Business Representative.
- Peter Slater, Community Representative.

Not Present

- Mark Jones, Business Representative.
- Steven Sinclair, Business Representative.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Beverly Clubley.

1. Form of Voting

The Sub-committee resolved that, should a vote be required in respect of the matters to be considered at this meeting, notwithstanding Standing Order 21.4, the form of voting should be by calling the roll (recorded vote).

2. Disclosure of Exempt Information

The Sub-committee noted the proposal that the public be excluded from the meeting for consideration of Items 5 and 6, as the business to be discussed involved the potential disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

3. Revenue Expenditure Monitoring

After consideration of a joint report by the Executive Director of Education, Leisure and Housing and the Head of Finance, copies of which had been circulated, and after hearing a report from the Strategic Finance Manager, the Sub-committee:

Noted:

3.1. The revenue financial detail in respect of Orkney College for the period 1 April to 30 September 2021, attached as Annex 1 to the joint report by the Executive Director of Education, Leisure and Housing and the Head of Finance, which indicated a net surplus of £769,900.

The Sub-committee scrutinised:

3.2. The explanations given and actions proposed in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 2 to the joint report by the Executive Director of Education, Leisure and Housing and the Head of Finance, and obtained assurance that action was being taken with regard to significant budget variances.

4. Exclusion of the Public

On the motion of Beverly Clubley, seconded by Councillor J Harvey Johnston, the Sub-committee resolved that the public be excluded for the remainder of the meeting, as the business to be considered involved the disclosure of exempt information of the classes described in Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

5. UHI Branding and Positioning Project

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraph 6 of Part 1 of Schedule 7A of the Act.

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Assistant Principal, Orkney College, the Sub-committee:

Noted:

5.1. That, in early 2018, a major strategic project was developed and agreed by UHI to refresh the university's brand.

5.2. That the project was inclusive of all academic partners in UHI, and aimed to deliver a unifying brand story through greater alignment of the partnership's corporate and visual identity.

5.3. That, commencing in 2018, the UHI Branding and Positioning Project progressed through three main project stages, and was now completing its final development phase.

5.4. That UHI's governing body, the Court, and the UHI Partnership Council, had approved a branding and visual identity solution.

The above constitutes the summary of the Minute in terms of the Local Government (Scotland) Act 1973 section 50C(2) as amended by the Local Government (Access to Information) Act 1985.

Malcolm Graves joined the meeting during discussion of this item.

6. Proposed Establishment of Permanent Staffing Resources

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 7A of the Act.

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Acting Principal, Orkney College, the Sub-committee:

Resolved to **recommend to the Council** what action should be taken with regard to the proposed establishment of permanent staffing resources.

The above constitutes the summary of the Minute in terms of the Local Government (Scotland) Act 1973 section 50C(2) as amended by the Local Government (Access to Information) Act 1985.

7. Conclusion of Meeting

At 14:09 the Chair declared the meeting concluded.

Signed: B Clublely.