

Strategic Development Committee

Minutes

Meeting reference: SDC 2024-25/02

Date: Tuesday 12 November 2024

Location: Boardroom (Braham Room 019)

Members present: Mary Fraser, Board Member
Elaine Piggot, Board Member
Derek Waugh, Board Member
Margaret Cook, Principal & Chief Executive
Patrick O'Donnell, Staff Board Member
Andi Garrity, Student Board Member
Xander McDade, Student Board Member
Winston Flynn, Trade Union Board Member

In attendance: Lorenz Cairns, Depute Principal (Academic)
Lynn Murray, Depute Principal (Operations)
Nicky Inglis, Director of Curriculum
Christiana Margiotti, Director of Curriculum
Jill Martin, Director of ICT
Ian McCartney, Clerk to the Board

Apologies: Jenny Hamilton, Board Member (Chair)

Chair: Elaine Piggot

Minute Taker: Ian McCartney

Quorum: 3

Minutes:

Item		Action
1.	Welcome and Apologies Chair welcomed all present to the meeting, and noted apologies.	
2.	Additions to the Agenda There were no additions to the Agenda.	
3.	Declaration of Interest in any Agenda Item There were no declarations of interest.	
4.	Minutes of Meeting held on 17 September 2024 The minutes were agreed as being an accurate record of the meeting.	

5.	Matters Arising from Previous Minutes There were no matters arising.	
6.1	UHI Outline Business Case Principal provided a verbal update to Committee on the latest position around OBC. Principal advised that all AP Principals had been asked to sign up to a process to reach agreement on OBC by December. Principal also noted that short-term sustainability was still an issue with the Top-Slice impacting on UHI Perth's budget deficit. Board Member expressed concern over the lack of financial information available to support favoured options, including top-slice and net investment per student, and it was difficult to see a path to committing to the OBC without this. Committee AGREED that there should be no commitment to any timescales without more data to back up such commitments.	
6.2	Development & Growth at UHI Perth Depute Principal (Academic) presented Paper 2, which detailed how UHI Perth intends to pursue a proactive approach to curriculum development and growth with clear decision-making processes in order to optimise resource allocation, with some options outlined for clarification. Depute Principal (Academic) noted that the paper laid out various processes, benchmarking requirements and market intelligence. Board Member queried where innovation could be grown within the College. Director of Curriculum advised that the previous Curriculum Review was a growth plan, however circumstances have changed, and the priority is to build on what we have. Student Board Member noted success of compressed degrees at other institutions and wondered whether a version of this could be applied at UHI Perth. Depute Principal (Academic) advised that there would need to look at direct competitors rather than selecting Universities to better understand this market. UHI would also need to be involved if taking forward this model were to be viable.	

	<p>Board Member queried how UHI Perth conducts its analysis of market segmentation. Depute Principal (Academic) noted the use of targeted marketing based on trend analysis, and the primary focus is on how key income-generating courses are sold compared to competitors.</p> <p>Board Member identified that it would be useful to better understand key indicators to determine whether investment was being targeted properly. Principal noted the challenge of finding opportunity for investment as funding has dried up since COVID.</p> <p>Committee AGREED that an Implementation Plan to take key issues forward be presented at a future meeting.</p> <p>Committee NOTED Paper 2.</p>	Depute Principal (Academic)
6.3	<p>Strategic Plan – Progress Updates on KPIs</p> <p>Committee received updates from various KPI owners on progress around 8 of the 36 KPIs (13 KPIs are deemed “strategic KPIs” and reported on via the Balanced Scorecard issued at Board meetings).</p> <p>Following discussion around the overlap of some of the items, Committee AGREED that PLG should conduct an amalgamation process on KPIs be undertaken to reduce overlap and allow better focus for scrutiny at future meetings</p> <p>Committee discussed barriers to implementation, noting the consistent factor of lack of investment in IT systems, and suggested this be linked to solutions proposed within the UHI OBC.</p> <p>Committee requested that EO be formally approached with regard to accessing central Communications to complement work being conducted locally. In particular, the Committee asked that EO be requested to provide PR support to ensure better national coverage of positive Perth stories.</p> <p>Committee NOTED Paper 3.</p>	<p>PLG</p> <p>SLT</p>
6.4	<p>UHI Perth Strategic Plan 2022-27: Mid-Term Review</p> <p>Depute Principal (Academic) provided a brief verbal update on the current Strategic Plan, noted that a mid-term review of the Strategic Plan was being undertaken via the Workstream teams.</p>	

	Depute Principal Academic advised that the current Plan remained valid.	
7	Date & Time of Next Meeting <ul style="list-style-type: none"> Tuesday 11 March 2025 	
8	Review of Meeting <p>Committee confirmed the business of the meeting had been compliant with the Terms of Reference.</p>	

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Notes taken to help record minutes are also subject to Freedom of Information requests, and should be destroyed as soon as minutes are approved.

Status of Minutes – Open ☒

An **open** item is one over which there would be no issues for the College in releasing the information to the public in response to a freedom of information request.

A **closed** item is one that contains information that could be withheld from release to the public because an exemption under the Freedom of Information (Scotland) Act 2002 applies.

The College may also be asked for information contained in minutes about living individuals, under the terms of the Data Protection Act 2018. It is important that fact, rather than opinion, is recorded.

Do the minutes contain items which may be contentious under the terms of the Data Protection Act 1998? **Yes** ☐ **No** ☒