

Shadow Board – Shetland Merger Project

Committee	Shadow Board
Subject	Revised timeline
Action requested	<input checked="" type="checkbox"/> For information only <input type="checkbox"/> For discussion <input type="checkbox"/> Recommendation
Brief summary of the paper	Revised timeline for MMBC completion and submission
Resource implications [if yes, please provide detail]	No Click here to enter text.
Risk implications [if yes, please provide detail]	No
Date paper prepared	04-Dec-19
Date of committee meeting	11-Dec-19
Author	Project Manager
Equality and diversity	No
Status	Non-confidential
Freedom of Information Can this paper be included in 'open' business?*	Yes

1. Background	
1.1	SFC provided information on the process for submitting the MMBC and gaining parliamentary approval
1.2	Local stakeholders have developed a timeline based on the availability of key staff for the new work required for resubmission
2. Report authors	
2.1	Principal/CEO Designate

Shetland Merger: Shetland College UHI; NAFC; Train Shetland
Draft Timeline and merger requirements

Key actions				Dates (actual)	Decision making Dates
Shetland - NAFC & Shetland Islands College	UHI	SFC	Scot Govt		
Agree Recruitment Process for Chair				w/c 18th November 2019	
Chair closing date				6th Dec 2019	
Shadow Board, Mem & Arts for approval	Updated narrative for review			w/c 9th December	
Chair Interviews				w/c 16th Dec 2019	
Parliamentary Recess 21st Dec - 5th Jan 2020					
College Holiday 20th Dec - 5th Jan 2020					
Shadow Board,				w/c 13th January	
Joint Finance Workshop				w/c 3rd February	
Final Ministerial Merger Business Case signed off by Shadow Board and sent to UHI for Endorsement				w/c 10th February	
Final MMBC to NAFC Board				w/c 10th February	
Final MMBC to College board and then SIC				w/c 10th February	
FBC to SFC Financial Analysts					
MMBC to SFC, Scottish Government and Cabinet Secretary		MMBC to SFC, Scottish Government and Cabinet Secretary			
Consultation Process: Staff, students, UHI and Stakeholders.					*up to 12 weeks
SFC Led Evaluation Visit					

			Scot Government Consultation process (up to 12 weeks)*		*12 weeks
College Easter Holiday 27th March - 13 April 2020					
Parliamentary Easter Recess 4 - 19 April 2020					
		Advice to Council i.e. Council paper (2 weeks before Council meeting)			
		Council meeting			
		SFC advice to Scot Govt & Cabinet Secretary			
Inform OSCR of intent to merge					
			Scot Govt analysis of SFC advice and consultation responses		
			Advice to Ministers submitted		
			Ministers approve response		
			Announcement / response to consultation		
			Parliamentary process – SSI laid in Parliament (Approx 28 days)		
			Parliamentary process – SSI approved		
Vesting date					