

Transition Board – Shetland Merger Project

Committee	Transition Board – Shetland Merger Project
Subject	Consideration of future agenda items
Action requested	<input type="checkbox"/> For information only <input checked="" type="checkbox"/> For discussion <input type="checkbox"/> For recommendation <input type="checkbox"/> For approval
Brief summary of the paper	To ensure the Transition Board receives the materials it would like to properly oversee the new college, this is an early opportunity to shape future agenda items and give consideration to any regular items the Board would like to see.
Resource implications [if yes, please provide detail]	No Click here to enter text.
Risk implications [if yes, please provide detail]	Yes Board needs to have proper opportunity to consider matters of importance, without this it will not be able to fulfil its remit.
Date paper prepared	28-Jul-20
Date of committee meeting	05-Aug-20
Author	Jane Lewis
Equality and diversity	No
Status	Non-confidential
Freedom of Information Can this paper be included in 'open' business?*	Yes
Status following the meeting	

Context

The terms of reference for the Transition Board are given below.

The Board is invited to discuss their requirement for any regular (or other) agenda items

TERMS OF REFERENCE

- To set the strategic direction of the new institution aligned to that of the university
- To set up governance arrangements including committee structures (audit, finance, nominations, remuneration, learning and teaching, HR), committee terms of reference, external audit arrangements, internal audit arrangements etc in line with Scottish Code of Governance for Further Education in order to secure assigned college status with the university at the earliest opportunity post vesting.
- To approve budget for institution
- To make decisions required pre vesting (including outcome of consultation) ensuring the transition is as smooth as possible for students, staff and other stakeholders
- To oversee the transfer of undertakings from the predecessor institutions (staff/assets/contracts etc)
- To approve policies for institution aligned to those of the university single policy environment
- To ensure that compliance and internal control framework is in place to meet the requirements of the financial memorandum with the university
- To ensure that appropriate staffing structures, educational provision and operational arrangements have been put in place
- To ensure that charitable status has been secured for the institution
- To ensure that appropriate steps are being taken to optimise student recruitment
- To ensure that risk identification and management processes are in place and working effectively
- To participate as appropriate in university governance structures