

Transition Board – Shetland Merger Project

Committee	Transition Board – Shetland Merger Project
Subject	Schedule of Transition Board Meetings 2020 - 2021
Action requested	<input type="checkbox"/> For information only <input type="checkbox"/> For discussion <input type="checkbox"/> For recommendation <input checked="" type="checkbox"/> For approval
Brief summary of the paper	An updated schedule of Board meetings is attached to ensure members can anticipate commitments.
Resource implications [if yes, please provide detail]	No Click here to enter text.
Risk implications [if yes, please provide detail]	Yes A quorum is essential at every meeting to enable the project to make decisions and progress.
Date paper prepared	10-Nov-20
Date of committee meeting	18-Nov-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	

Suggested Board Meetings:

Date	Venue	Focus
16 th December 2020	TEAMS	
20 th January 2021	TEAMS	
17 th February 2021	TEAMS	
17 th March 2021	TEAMS	
21 st April 2021	TEAMS	

Suggested Finance and General Purposes sub-committee Meetings:

Date	Venue	Focus
2 nd December 2020	TEAMS	
3 rd February 2021	TEAMS	
7 th April 2021	TEAMS	