

## Transition Board – Shetland Merger Project

<b>Committee</b>	Transition Board – Shetland Merger Project
<b>Subject</b>	Committee Terms of Reference and establishment
<b>Action requested</b>	<input checked="" type="checkbox"/> For information only <input type="checkbox"/> For discussion <input type="checkbox"/> For recommendation <input type="checkbox"/> For approval
<b>Brief summary of the paper</b>	The updated Terms of Reference for Board committees is provided for information. The process for setting up committees is outlined.
<b>Resource implications</b> [if yes, please provide detail]	Yes Appointment of a board secretary is key to moving this matter on.
<b>Risk implications</b> [if yes, please provide detail]	Yes Good governance is essential for the new college and for us receiving 'assigned status'
<b>Date paper prepared</b>	13-Oct-20
<b>Date of committee meeting</b>	21-Oct-20
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<b>Equality and diversity</b>	No
<b>Status</b>	Non-confidential
<b>Freedom of Information</b> Can this paper be included in 'open' business?*	Yes
<b>Status following the meeting</b>	

## **Context**

Terms of reference for some committees were reviewed at the last transition board (TB2020-13). Subsequent to the meeting a full set were circulated and amendments sought from members and UHI. A final version is included here for reference.

**The board is asked to note the terms of reference for committees of the board.**

## **Appointment of Committees**

The nominations committee is responsible for appointing Chairs and members to the committees. At present (without any Chairs) the nominations committee consists of the Chair of Board, Principal Designate and Student representative. This committee will need to meet to appoint Chairs to the committees. Initially the Board suggested that the Finance and General Purposes and the HR and remuneration committees be established.

**Independent Directors are asked to consider self-nomination for Chair's positions by expressing an interest to the Chair of the Board by 26<sup>th</sup> October.**

## **Appointment of further Directors to the Board**

The establishment of a wider appointments panel is suggested to oversee the recruitment of new Directors including industry representatives. The skills audit is nearly complete and can be used to inform the content of advertisement for Directors.

**The board is asked to approve the establishment of a recruitment panel, through the nominations committee to take forward the appointment of new Directors**