

Finance and General Purposes Committee

Wed 6 October 2021, 16:30 - 18:30

Teams

Attendees

Board members

- Graeme Howell (Chair)
- Florence Jansen (Student Director)
- George Wallington (Staff Director)

- Absent: Rory Gillies (Independent Director)

Also in Attendance

- Isobel Johnson
- Doug Rattray
- Glenn Gilfillan
- Jane Lewis (Principal - Shetland UHI)
- David Sandison (Chair)
- Matt Sierocinski King (Secretary)

Meeting minutes

1. Welcome, Apologies, and Announcements

The chair welcomed everyone to the meeting and encouraged everyone to introduce themselves.

1.1. Introduction to Admin Control

2. Declarations of Interest

No declarations were made

3. Minutes of Previous Meetings

FJ was not present, and is a Student Director, not independent Director. The spelling of Glenn's surname needs to be corrected.

The minutes were approved as amended.

Action: The secretary will make the changes to the minutes as set out above.

4. Matters Arising

There were no matters arising

5. Terms of Reference

The terms of reference were noted

6. Financial Monitoring

6.2. Proposed Monitoring

JL updated the progress on becoming accredited as a Real Living Wage Employer. Almost all staff (including contractors), already met the criteria for the Real Living Wage.

Further actions are required to be undertaken to engage with trade unions.

The committee agreed for Shetland UHI to progress with becoming Real Living Wage accredited.

7. Estates and Assets

7.1. Islands Deal - OBC

JL introduced the OBC and asked for feedback.

DR gave a presentation on the Islands Deal proposal.

The Committee discussed the OBC.

The committee discussed the option of having a sub-committee to oversee the Islands Deal, what the reporting lines are, and where authority sits. The committee agreed that oversight sat with Finance and General Purposes Committee. The committee discussed the impact on student life and student learning while works were being carried out. The final draft submission to the Council for the OBC is set for the end of October.

Table 15: Summary of Outcomes and Quantifiable targets was discussed by the Committee. The committee agreed to amend the target for O3. The committee agreed look introducing a qualitative/quantitative target for the links with local businesses. The committee agreed to reassess the target number of non-residents studying at Shetland UHI. The committee agreed to look at a measure of community input.

Table 24: Qualitative Benefit Importance Scoring was discussed by the Committee. The committee accepted Table 24 as an accurate set of targets.

8. Growth and Development of Shetland UHI

This item was not discussed

9. Financial Risk Management

JL gave a presentation on the development of the Risk Register.

The committee agreed to accept JL's recommendations, and to take ownership of the risks that JL outlined.

10. Any Other Business

The Chair raised the topic of who would chair the meeting in his absence. The conclusion of the discussion was that Rory Gillies would be chair of the meeting.

11. Date of Next Meeting - Wednesday 3rd November

The date of the next meeting was set for Wednesday 3rd November at 16:30

Action	Responsible	Progress
To amend the minutes accordingly	MSK	Complete