

Board of Management Meeting 3/4 2022-2023

Wed 29 March 2023, 16:30 - 18:30

Agenda

Opening Items

16:30 - 16:35 **1. Welcome, Apologies, and Announcements**
5 min

Information *David Sandison*

1.1. Appointment of Board Members

Decision *David Sandison*

16:35 - 16:36 **2. Declarations of Interest**
1 min

Decision *David Sandison*

16:36 - 16:38 **3. Minutes of the previous meeting**
2 min

Decision *David Sandison*

 Confidential Minutes of the Board of Management (Q2 2022).pdf (4 pages)

 Non-Confidential Minutes of the Board of Management (Q2 2022).pdf (11 pages)

16:38 - 16:39 **4. Matters Arising**
1 min

Information *David Sandison*

Standing Items

16:39 - 16:54 **5. Principal's Report**
15 min

Discussion *Jane Lewis*

 BOM-2022-26 Principal's report - March 2023.pdf (12 pages)

16:54 - 17:04 **6. Recovery Plan Update**
10 min

Discussion *Jane Lewis*

 BOM-2022-27 Recovery Plan BoM March 2023.pdf (17 pages)

Finance Section

17:04 - 17:09 **7. Five Year Forecast Review**

5 min

Discussion


Shelly McInnes

17:09 - 17:14 **8. SFC Letter and Response - (Confidential)**

5 min

Discussion

Jane Lewis

 BOM-2022-28 Confidential SFC letter.pdf (6 pages)

17:14 - 17:19 **9. Quarterly Accounts and Outturn for the Year**

5 min

Discussion

Shelly McInnes

 BOM-2022-29 Quarterly Budget Report for Q2 (March 2023).pdf (4 pages)

17:19 - 17:24 **10. Cash Advances**

5 min

Information

Jane Lewis

Development of Shetland UHI

17:24 - 17:29 **11. Progress to Assignment of Shetland UHI**

5 min

Information

Jane Lewis


17:29 - 17:34 **12. Risk Register**

5 min

Discussion

Jane Lewis

 BOM-2022-30.0 Risk Register Synopsis.pdf (2 pages)

 BOM-2022-30.1 Risk Register Synopsis March 2023.pdf (16 pages)

12.1. Governance Risk

Discussion

Matt Sierocinski King

Presentation

Board Development

17:34 - 17:39 **13. Board Engagement**

5 min

Discussion



Jane Lewis

 BOM-2022-31 Board engagement17707.pdf (4 pages)

17:39 - 17:44
5 min

14. Proposed Meeting Dates for 2023-2024

Decision *Matt Sierocinski King*

-  BOM-2022-32.0 Proposed Meeting Dates for 2023-2024.pdf (2 pages)
-  BOM-2022-32.1 Proposed Meeting Dates for 2023-2024 for Board, all Committees.pdf (7 pages)

Report from Committee Chairs


17:44 - 17:49
5 min

15. Finance and General Purposes Committee

Information *Graeme Howell*



15.1. *Draft Minutes of the previous Meeting - (Confidential)

Information *Graeme Howell*

-  BOM-2022-33 Draft Minutes from Finance and General Purposes Committee (Q3).pdf (2 pages)


15.2. Terms of Reference

Decision *Matt Sierocinski King*

-  BOM-2022-34.0 Finance and General Purposes Committee Terms of Reference for Annual Approval.pdf (2 pages)
-  BOM-2022-34.1 Terms of Reference for FGP (To be approved in March 2023).pdf (2 pages)

15.3. Whalsay Learning Centre

Decision *Graeme Howell*

-  BOM-2022-35.0 Whalsay Learning Centre.pdf (3 pages)
-  BOM-2022-35.1 BOM-FGP-2022-17 Whalsay Learning Centre.pdf (8 pages)


17:49 - 17:54
5 min

16. Human Resources and Remuneration Committee

Information *David Sandison*



16.1. *Draft Minutes from the previous Meeting

Information *David Sandison*

-  BOM-2022-36 Draft Minutes from the Previous Meeting of Human Resources and Remuneration Committee.pdf (3 pages)

16.2. Terms of Reference

Decision *Matt Sierocinski King*

-  BOM-2022-37.0 Human Resources and Remuneration Committee Terms of Reference for Annual Approval.pdf (2 pages)
-  BOM-2022-37.1 Terms of Reference for Human Resources and Remuneration Committee (To be approved in March 2023).pdf (3 pages)

17:54 - 17:59
5 min

17. Learning, Teaching, and Research Committee

Information *Karen Hall*


17.1. *Draft Minutes from the previous Meeting - (Confidential)

Information *Karen Hall*

-  BOM-2022-38 Draft Minutes of the Previous Meeting of Learning, Teaching, and Research Committee.pdf (3 pages)

17.2. Terms of Reference

Decision *Matt Sierocinski King*

-  BOM-2022-39.0 Learning, Teaching, and Research Committee Terms of Reference for Annual Approval.pdf (2 pages)
 -  BOM-2022-39.1 LTR Terms of Reference (To be Approved in March 2023).pdf (2 pages)
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17:59 - 18:09 18. Search and Nominations Committee

10 min

Information *David Sandison*

18.1. *Minutes from the February meeting - (Confidential)

Information *David Sandison*

-  BOM-2022-40 Minutes from the February Meeting of Search and Nominations Committee.pdf (3 pages)


18.2. *Draft Minutes from the March meeting - (Confidential)

Information *David Sandison*

-  BOM-2022-41 Draft Minutes from the March Meeting of Search and Nominations Committee.pdf (3 pages)

18.3. Board Recruitment

Decision *David Sandison*

-  BOM-2022-42 Board Recruitment.pdf (3 pages)

18.4. Terms of Reference



Decision *Matt Sierocinski King*

-  BOM-2022-43.0 Search and Nominations Committee Terms of Reference for Annual Approval.pdf (2 pages)
 -  BOM-2022-43.1 ToR Search and Nomination Committee (For Approval in March 2023).pdf (2 pages)
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18:09 - 18:14 19. Audit Committee

5 min

Information *Lauren Doughton*

-  BOM-2022-44.0 Audit Committee Terms of Reference.pdf (2 pages)
-  BOM-2022-44.1 Audit Committee Terms of Reference (For Approval March 2023).pdf (3 pages)

19.1. Terms of Reference

Decision *Matt Sierocinski King*

Closing Items

18:14 - 18:16 20. Any Other Business

2 min

Information *David Sandison*

20.1. HISA Election Update

Information *HISA*

18:16 - 18:17
1 min

21. Date of Next Meeting

Information

David Sandison

AGM: 26th April 2023

Next Meeting: 29th June 2023