

Finance and General Purposes Committee, Month 12, 2024-2025

Wednesday 23 July 2025, 17:00 - 18:30

Teams

Attendees

Chair

- Brian Smith (Chair of Finance and General Purposes Committee)

Board members

- Andrew Garrick (Vice Chair of Finance and General Purposes Committee)
- Stephen Leask (Chair of the Board of Management, Chair of Search and Nominations Committee)
- Mason Robbins (Vice Chair of the Board of Management, Vice Chair of Search and Nominations Committee)
- Selina-May Miller (Non-Teaching Staff Director, (Absent 1-5))
- Absent: Daniel Lawson (Independent Director)
- Absent: Maria Bell (Independent Director)

Board members - In Attendance

- Harley Green (Student Director)

Management Team Member

- Katrina Short (Head of Finance)

Ex-Officio

- Jane Lewis (Principal - Shetland UHI)

Staff In Attendance

- Matt Sierocinski King (Board Secretary)
- Stephen Martin (Campus Redevelopment Project Manager)

Non-Confidential Meeting minutes

Opening Items

1. Welcome, Apologies, and Announcements

Mr Smith (Chair of Finance and General Purposes Committee) welcomed everyone to the meeting. He extended his thanks to Ms Bell (Independent Director) for her service to the Committee, as it was her last meeting of the Committee.

2. *Terms of Reference

Noted: The Committee noted the Terms of Reference of the Committee.

3. Declarations of Interest

Mr Smith (Chair of Finance and General Purposes Committee) asked any member of the Committee if they had any conflicts of interest to declare with items on the agenda. No such declarations were made.

4. Minutes of the Previous Meeting

This item was postponed until the next meeting of the Committee.

Action: Mx Sierocinski King (Board Secretary) shall add the minutes of the previous meeting of the Committee to the agenda of the next meeting of the Committee, once the minutes of the previous meeting have been reviewed.

Action: Professor Lewis (Principal) and Mr Smith (Chair of Finance and General Purposes Committee) shall review the minutes of the previous meeting of the Committee ahead of the next meeting of the Committee.

5. Matters Arising

There were no matters arising.

Items for Decision

There were no Items for Decision in this meeting.

Risk Management

11. Risk 12 - Cyber Security

Professor Lewis (Principal) recommend that the presentation was circulated to the Committee.

Action: The Cyber Security Risk presentation shall be circulated to the Committee.

12. Risk 13 - Net Zero

Professor Lewis (Principal) recommend that the presentation was circulated to the Committee.

Action: The Net Zero Risk presentation shall be circulated to the Committee.

Closing Items

13. Any Other Business

Mr Green (Student Director) was glad to be able to be in attendance at this meeting of the Committee, to which Mr Smith (Chair of Finance and General Purposes Committee) thanked him for his contributions.

Mx Sierocinski King (Board Secretary) asked members of the Committee to submit their Internal Effectiveness Review responses as soon as possible.

Dr Garrick (Vice Chair of Finance and General Purposes Committee) spoke about the Board of Management workshop and spoke about the possibility of attending it in person.

Action: Mx Sierocinski King (Board Secretary) shall send a reminder to Directors who have yet to complete their Internal Effectiveness Review submissions.

14. Date of Next Meetings

The dates of the next meetings are:

- Wednesday 20th August 2025 at 16:30 on Teams
- Wednesday 24th September 2025 at 16:30 on Teams
- Wednesday 29th October 2025 at 16:30 on Teams
- Wednesday 26th November 2025 at 16:30 on Teams
- Joint Meeting of Audit Committee with Finance and General Purposes Committee:
Wednesday 3rd December 2025 at 16:30 on Teams
- Wednesday 17th December 2025 at 16:30 on Teams
- Wednesday 21st January 2026 at 16:30 on Teams
- Wednesday 25th February 2026 at 16:30 on Teams
- Wednesday 18th March 2026 at 16:30 on Teams
- Wednesday 29th April 2026 at 16:30 on Teams
- Wednesday 27th May 2026 at 16:30 on Teams
- Wednesday 17th June 2026 at 16:30 on Teams
- Wednesday 22nd July 2026 at 16:30 on Teams

Agenda Item	Action	Responsible	Progress
4	Add the minutes of the previous meeting of the Committee to the agenda of the next meeting of	Mx Sierocinski King (Board Secretary)	Complete

	the Committee, once the minutes of the previous meeting have been reviewed.		
4	Review the minutes of the previous meeting of the Committee ahead of the next meeting of the Committee.	Professor Lewis (Principal) and Mr Smith (Chair of Finance and General Purposes Committee)	Complete
11	The Cyber Security Risk presentation shall be circulated to the Committee.		Complete
12	The Net Zero Risk presentation shall be circulated to the Committee.		Complete
13	Send a reminder to Directors who have yet to complete their Internal Effectiveness Review submissions.	Mx Sierocinski King (Board Secretary)	Complete