

UHI Shetland Finance and General Purposes Committee Meeting, Month 3, 2024-2025

Wed 30 October 2024, 16:30 - 18:30

Teams

Attendees

Chair

- Brian Smith (Independent Director)

Board Members

- David Sandison (Interim Chair of the Board of Management, Interim Chair of Search and Nominations Committee)
- Daniel Lawson (Independent 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, Absent from 1, 2, 3, 4, 5, 7, 8, 9, 10, 11, 12, 12.1, 13)

Observers

- Steve Keightley (SFC Observer)

Apologies

- Graeme Howell (Interim Vice Chair of the Board of Management, Interim Chair of Finance and General Purposes Committee, Senior Independent Member)
- Maria Bell (Independent Director)
- Keith Massey (Student Director)
- Selina-May Miller (Non-Teaching Staff Director)

Non-Confidential Meeting minutes

Opening Items

1. Welcome, Apologies, and Announcements

Mr Smith (Independent Director) welcomed everyone to the meeting. Mr Smith (Independent Director) was standing in to chair the meeting, as Mr Howell (Interim Chair of Finance and General Purposes Committee) had given apologies for the meeting.

2. *Terms of Reference

Noted: The Committee noted the Terms of Reference.

3. Declarations of Interest

Mr Smith (Independent Director) asked members of the Committee to declare any conflicts of interest to which they have with items on the agenda. No such declarations were made.

4. Minutes of the Previous Meeting

Mr Smith (Independent Director) asked members of the Committee to review the Confidential minutes of the previous meeting for matters of accuracy. Mr Smith (Independent Director) asked members of the Committee to review the Non-Confidential minutes of the previous meeting for matters of accuracy.

Decision: The Committee approved the Confidential minutes as a true and accurate record of the previous meeting.

Decision: The Committee approved the Non-Confidential minutes as a true and accurate record of the previous meeting.

5. Matters Arising

There were no matters arising.

Items for Decision

There were no agenda items under this heading.

Risk Management

There were no agenda items under this heading for this meeting.

Closing Items

12. Any Other Business

Professor Lewis (Principal) spoke about the Chancellor's Budget delivery, and very roughly, estimated that there would be an estimated cost of around £67,340 on the balance of Shetland UHI finances. She confirmed that until the budget statement was made by the Scottish Finance Minister, she couldn't be sure as to the full impact would be, as it could include Barnett formula contributions to ameliorate impact on colleges. The Committee discussed the update.

12.1. Seagrass Restoration Project

Professor Lewis (Principal) spoke to the application for a grant for £403,736 to deliver a project on Seagrass Restoration. She spoke about the work already undertaken in this area, and felt it was likely to be responded to well. She confirmed that it was a 3 year project for £299,650 for SUHI, with a 50% contribution to central costs, and collaboration with SAMS for analysis of samples. She spoke about the breakdown of the project, the trajectory, and additional staff for the project. She commended the proposal to the committee, and felt it was relatively low risk for the organisation.

The Committee discussed the proposal. The Principal confirmed that if Shetland UHI was not successful in its bid, the project would not be going ahead.

Decision: The Committee approved the grant bid.

Action: The Senior Management Team shall submit a bid for a grant for the Seagrass Restoration Project.

13. Date of Next Meetings

The dates of the next meetings are:

- Month 4: Wednesday 27th November 2025 at 16:30 on Teams
- Joint Meeting of Audit Committee with Finance and General Purposes Committee:
Wednesday 4th December 2025 16:30 on Teams
- Month 5/Quarter 2: Wednesday 18th December 2025 at 16:30 on Teams
- Month 6: Wednesday 22nd January 2025 at 16:30 on Teams
- Month 7: Wednesday 26th February 2025 at 16:30 on Teams
- Month 8/Quarter 3: Wednesday 19th March 2025 at 16:30 on Teams
- Month 9: Wednesday 30th April 2025 at 16:30 on Teams
- Month 10: Wednesday 28th May 2025 at 16:30 on Teams

- Month 11/Quarter 4: Wednesday 18th June 2025 at 16:30 on Teams
- Month 12: Wednesday 23rd July 2025 at 16:30 on Teams

Agenda Item	Action	Responsible	Progress
12.1	Submit a bid for a grant for the Seagrass Restoration Project.	Senior Management Team	Complete