

**UHI | INVERNESS**

Meeting	Chairs Committee
Date and time	Thursday 30 May 2024 at 8.30 a.m.
Location	Online - Via Microsoft Teams

Governance Officer

23 May 2024

**AGENDA****Welcome and Apologies****Declaration of Interests and/or any Statement of Connections or Transparency Statements.****1. MINUTES**

a.) Meeting of the Committee held on 29 February 2024

b.) Confidential Note of Discussion held on 02 November 2023 (CN-01-022024)

**2. OUTSTANDING ACTIONS****3. RESPONSE TO UHI COURT (CONFIDENTIAL)**

Verbal update from Chair of the Board

**4. PRINCIPAL UPDATE (CONFIDENTIAL)**

Verbal Update from Principal

- *Update on OBC*

- *Update on Employee Engagement Group*

**5. CHAIR OF BOARD UPDATE (CONFIDENTIAL)**

Verbal Update by Chair of the Board

- *Leave of Absence*

**6. CHAIRS UPDATE**

Verbal Update from Committee Chairs

**7. REVIEW OF SKILLS MATRIX AND COMMITTEE MEMBERSHIP (CONFIDENTIAL)**

Report from Governance Officer

**8. BOARD MEMBER EVALUATIONS (CONFIDENTIAL)**

Report from Governance Officer

**9. AOCB****10. DATE OF NEXT MEETING – 29 August 2024 at 8.30 a.m.**



**Outstanding Actions from Chairs Committee Meetings**

Item	Action	Responsibility	Time Line	ACTIONED
<b>03 March 2022</b>				
<b>Efficiency Review</b>	<p>A review of the Professional Services Costs now vs pre-financial recovery plan will be conducted as part of our effectiveness review.</p> <p>This issue will continue to be monitored over the upcoming year in respect of workload analysis and our Talent Management Process.</p>	EMT	June 2024	<b>Ongoing</b>
<b>01 September 2022</b>				
<b>Review of Annual Strategic Plan</b>	<p>The Annual Strategic Plan Review Report was discussed at BOM on 25 October alongside the sub strategies. We will continue to monitor the strategic plan and consider how this maps onto UHI 2024.</p>	Principal	Ongoing	<b>Ongoing</b>