



**The James Hutton Institute
BOARD MEETING
By Webex
24 November 2021, 09:00**

MINUTES

Chair: Ian Gambles (IG) (Chair)

Board members: Susan Davies (SD) [part] Deborah Keith (DK)
Archie Gibson (AG) George Lawrie (GL)
Chris Gilligan (CG) Iain Reid (IR)
Ken Greetham (KG) Alyson Tobin (AT)
Paul Grice (PG) Elizabeth Wade (EW)

Apologies: Aileen McLeod (AM), Samantha Barber (SB)

Attendees: Colin Campbell (CC) Lesley Torrance (LT)
Alasdair Cox (AC) Anne Pack (AP) [Minutes]
Deb Roberts (DR)
Hugh Darby (HD)

Opening remarks

The Chair welcomed everyone to the meeting.

1 Apologies

Aileen McLeod, Samantha Barber

2 Register of Interests

No notifications were received.

3 Minutes of the meeting held on 1 September 2021.

The minutes were approved as a true record of the meeting.

4 Matters arising

All actions were either on the agenda or complete.

5 CEO Report, Operational Plan, Risk Register, BioSS Report

The CEO Report, Operational Plan, Risk Register and BioSS Report were provided for information.

BioSS Report

A report was provided for information.

6 Director of Finance Report and Management Accounts

A paper was received for information.

7 Health and Safety

An update paper on Health and Safety (H&S) was received for information.

8 Verbal Reports from Sub-Committee Chairs and James Hutton Ltd

SERIC

A verbal update on the meeting held the previous day was provided:

- A presentation on ILUSC was given. It provided a useful outline of ambitions for the centre. Focus is on open science and engaging with farmers. ILUSC will embark on a series of facilitated workshops with internal and external participants. The workshops will be focused to particular targets and with a broad remit.
- The bulk of the meeting looked at the next round of science reviews.

NR&G

A verbal update on the meeting held the previous day was provided:

- The Committee TOR was endorsed.
- The People Strategy is being developed.

A&F

IR provided a verbal update on the meeting held the previous day.

- The Risk Register was discussed.
- There was a verbal update on the Capital Programme Committee.
- An internal Audit report on internal management arrangements on TCD was received.
- Two papers were received on the 2022/23 budget, and an approach to the 5-year forecast.

James Hutton Ltd

A verbal update was provided.

- James Hutton Ltd Board met on 10th September.
- A budget forecast for the year was received.
- Succession planning is in progress with HR.

9.1 Communications Review

A paper was provided for information and comment.

9.2 Debrief from COP26

A paper was provided for information. This was covered under 9.1.

9.3 Influencing Strategy for the next 6 – 12 months

A paper was provided. This was covered under 9.1

10 Capital Programmes – update and future plans; identity

The ToR for the Capital Programme Committee was provided.

- The ToR was approved.

11 Future Board topics

Members were invited to suggest strategic issues to focus on early next year:

Dates of meetings in 2022:

16 February (Edinburgh)

20 April (Aberdeen)

29 June (Invergowrie)

21 September (Craigiebuckler)

30 November (virtual)