



**The James Hutton Institute
BOARD MEETING
New Seminar Room, Invergowrie
29 June 2022, 09:00**

MINUTES

Chair: Ian Gambles (IG) (Chair)

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

Apologies: Lesley Torrance (LT), Aileen McLeod (AM), Samantha Barber (SB), Chris Gilligan (CG)
 Robin Walker, James Hutton Ltd Board [Items 10 and 11]

Attendees: Colin Campbell (CC) Maddy Giles [presentation]
 Alasdair Cox (AC) Anne MacColl, Hutton Ltd Board [Item 10]
 Deb Roberts (DR) Jonathan Snape
 Hugh Darby (HD) Anne Pack (AP) [Minutes]

Opening remarks

The Chair welcomed everyone to the meeting

1 Apologies

Chris Gilligan, Aileen McLeod (AM), Samantha Barber (SB) and Lesley Torrance.

2 Register of Interests

There were no new declarations.

3 Minutes of the meeting held on 20 April 2022.

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, Risk Register,

The CEO Report and Risk Register were provided for information.

6 Director of Finance Report and Management Accounts

A paper was received for information.

7 Health & Safety

A paper was provided for information. Of note:

- The H&S team is now at full complement

- Head of H&S is reviewing dates for visits to the individual sites.

8 Capital Programme Update

An update paper was provided for information and comment. Of note:

- The biggest risk to capital projects is inflation across the supply chain.
- The planning application for the Climate Monitoring Mast at Balruddery was successful, and the procurement phase has begun.

**9 Verbal Reports from Sub-Committee Chairs and James Hutton Ltd
SERIC**

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

- The main item for discussion was on planning the next round of science reviews

NR&G

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

- A number of Board members will stand down over the next 12 months and a Board recruitment plan was discussed.
- The Honorary Fellows scheme was discussed

A&F

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

- Two internal audit reports were received:
 - o succession planning,
 - o Business Planning and Investment

James Hutton Ltd

An update was provided on the meeting held on 22 June. Items covered:

- P2 Management Accounts
- Market research
- business development pipeline
- Operational Plan
- Potato Strategy

10 Corporate Plan – Reviewing our macro assumptions and strategic risks

It was noted that a pre-discussion on the Corporate Plan took place at dinner the previous evening.

A presentation was made on macro-assumptions and strategic risks as a fitness check on the Corporate Plan.

11 Group commercial income

A paper was provided for information and discussion.

AOB

Dates of meetings in 2022:

21 September (Craigiebuckler)

30 November (virtual)