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## LONG TERM AGENDA AND FUTURE MEETING DATES

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### PURPOSE

1. This paper notifies the Board of proposed agenda items for future business and strategic development meetings of the Board. These items take account of views expressed by Board members.

### RECOMMENDATIONS

2. To agree a schedule of Board meeting dates

### FINANCIAL IMPLICATIONS

3. There are no direct financial implications associated with this paper.

### RISK ASSESSMENT

4. This paper provides an overview of upcoming meetings and agenda.

### IMPACT ASSESSMENTS

### EQUALITY AND DIVERSITY

5. Not applicable

### ISLAND COMMUNITIES

6. Not applicable

### CARBON REDUCTION

7. Not applicable

### PUBLICATION

8. This paper will be published on the Council website.

## FURTHER INFORMATION

9. Contact: Lynne Raeside, Secretary to the Board (direct line: 0131 313 6526, email: [lraeside@sfc.ac.uk](mailto:lraeside@sfc.ac.uk)) or Angela Seymour, Clerk to the Board (direct line: 0131 313 6630, email: [aseymour@sfc.ac.uk](mailto:aseymour@sfc.ac.uk)).

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## LONG TERM AGENDA AND FUTURE MEETING DATES

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### PURPOSE

10. This paper notifies the Board of proposed agenda items for future business and strategic development meetings of the Council. These items take account of views expressed by Council members.
11. To agree a schedule of Board meeting dates

### BACKGROUND

12. The attached annex sets out the specific proposed agenda items for forthcoming Board business and workshop meetings. Members are invited to send comments on the long-term agenda to either the Secretary or Clerk to the Council.

### PROPOSED DATES

13. The proposed meeting schedule for 2023 noted below takes into account the following factors:
  1. Even spread of meetings throughout the year to occur at relevant decision-making points for the outcome agreement and funding allocation process.
  2. Where possible, avoiding clashes with the UKRI, HEFCW, SNH and SDS board meetings.
  3. That the Chair and Chief Executive had no prior and unavoidable engagements on the dates suggested.

○ 3 February 2023	Virtual
○ 10 March 2023	In person
○ 5 May 2023	In person
○ 30 June 2023	Virtual
○ 15 September 2023	In person
○ 16 & 17 November 2023	In person

## LOCATION AND TIMING

14. Board meetings will normally be held at the SFC offices, Edinburgh between 10.00am-2.00pm

## RECOMMENDATIONS

15. The Board is invited to:

- Agree the suggested meeting schedule
- Note the proposed agenda items and suggest any further additions or amendments to this list

Item	Nov-22	Feb-23	Mar-23	May-23	Jun-23	Sep-23	Nov-23
<b>Standing items</b>							
Chief Executives Report	x	x	x	x	x	x	x
Minutes of Previous Meeting	x	x	x	x	x	x	x
Committee minutes	x	x	x	x	x	x	x
long term agenda	x	x	x	x	x	x	x
Action tracker	x	x	x	x	x	x	x
Delegated Authority	x		x		x		x
Risk Register		x		x		x	
<b>Strategy and planning</b>							
Strategic Framework							
Operating Plan							
Financial Strategy, Budget & Plan							
Annual Report & Accounts						x	
Budget Scenario Plan							
Scottish Government letter of guidance				x			
<b>Funding and Operations</b>							
Scottish Government draft budget 23-24		x					
Financial Transactions Programme		x					
Indicative funding allocations for colleges 23 -24			x				
Indicative funding allocations for universities 23 -24			x				

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Item	Nov-22	Feb-23	Mar-23	May-23	Jun-23	Sep-23	Nov-23
Non-core funding allocations			x				
Equality outcomes annual report		x					
Final funding allocations for colleges 23-24				x			
final funding allocations for universities 23-24				x			
Corporate Governance			x				