AGENDA ITEM

Matters Arising From HLH Board Meeting 4 September 2018

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| ITEM | DETAIL | LEAD | DUE DATE |
| 6. | Mrs Ella MacRae appointed as the second Director to the Health and Safety and Environmental Compliance Committee  *Membership of Committees, Working Groups and Project Boards document updated within Directors Governance Handbook.* | IM | Complete |
| 7i. | Annual Report and Accounts to 31 March 2018  Final approval of the AR and Accounts delegated to the Chair of the Board, in consultation with the Chair of the Finance and Audit Committee and the Chief Executive and external auditor.  *Final approval of the AR and Accounts given as agreed following the late adjustment to the valuation of the pension fund.* | IM | Complete |
| 8. | High Life Highland Board  HLH Board 4 September 2018 noted Miss Jenny Welch and Mr Ian Ross (as longest serving director) would retire with effect from 2019 AGM with Mr Ross seeking reappointment.  *Following the Board meeting Mr Donald Somerville tendered his resignation as a Director of HLH with immediate effect, this meaning Mr Ian Ross is no longer required to stand down.*  *The recruitment process for two replacement independent Directors is underway and interviews and appointments are scheduled for February/March 2019.* | IM | March 2019 |
| 12iv | Performance Report  Following the introduction of amended opening hours in libraries and a resultant increase in visitor numbers, information requested as to how amended working hours might increase visitor numbers.  *There is a rolling programme of individual libraries undertaking local community consultation/engagement to realign opening hours to meet local needs and therefore to attract additional users.*  *The next round of consultations will take place over the winter period around 11 libraries, to allow the changes to be introduced in the Spring. Included in the consultations will be representatives from local groups including nurseries, playgroups and care homes. The 11 libraries are Achiltibuie; Beauly; Bettyhill; Bonar Bridge; Brora; Cromarty; Dornoch; Fortrose; Helmsdale; Lochcarron; and Thurso* | DW | June 2019 |
| 13iii | Human Resources Report  Gender Pay Gap approved for submission to UK Government and publication on HLH website.  *2017/18 HLH Gender Pay Gap results were published on the UK Government site on 5 November 2019 and are available via* [*https://gender-pay-gap.service.gov.uk/Employer/nzDUkuVY/2018*](https://gender-pay-gap.service.gov.uk/Employer/nzDUkuVY/2018) | JWM | Complete |