

**AGENDA**  
**284th Meeting of the Marine Institute Board**  
**to be held at 10.30am on 26<sup>th</sup> January 2021**  
**(Pre-Meeting Commencing at 10.00am)**  
**The Meeting Will Be Facilitated by Video Conference**

---

**10.00am – 10.30am** Board Pre-Meeting

**BOARD MEETING 09.00am – 11.30am**

**10.30am – 10.45am**

1. Declaration of Interests
2. Apologies
3. Minutes of the Previous Meeting
4. Matters Arising

**10.45am – 11.45am**

5. CEO Update (15 mins)
6. Financial Statement for the Year Ended 31<sup>st</sup> December 2020 and Review of 2020 and Priorities/budgets for 2021
7. Strategic Items for Discussion
  - 7.1. KPI Reporting Quarter 3
  - 7.2. Marine Institute – Our People - Presentation by Patricia Orme
  - 7.3. Annual H&S Update – Catherine Johnston

**Comfort Break (15 mins)**

**12.00noon – 12.45pm**

8. Board Effectiveness (20 mins)
  - 8.1. Board Effectiveness Review Recommendations – Tracker
  - 8.2. Board Approval Limits and Other Matters
9. COVID-19 Update (10 mins) – Patricia Orme
10. Board Committee/Advisory Group Updates (15 mins)
  - 10.1. Audit & Risk Committee
    - 10.1.1. Minutes from December ARC Meeting
    - 10.1.2. Update from January ARC Meeting
    - 10.1.3. Risk & BCP Quarter 3 Report
  - 10.2. Vessel Advisory Group
  - 10.3. OTRETS

**12.45pm – 1.30pm**

11. Expenditure Items (20 mins)
  - 11.1. Specific Items of Approval
  - 11.2. 30K -50K Approval Items Update
12. Brexit/Marine Sectors Matters Arising (10 mins)
13. AOB (5 mins)
14. Date and Location of the Next Meeting – 23<sup>rd</sup> February 2021