

Board of Management Performance & Nominations Committee

The 3rd meeting of the Performance and Nominations Committee (Session 2022-23) will be held on Monday 23 January 2023 at 1500 hours via Microsoft Teams.

Agenda v2

	Paper	Lead
1. Apologies for Absence		Convener
2. Declarations of Interest		Convener
3. Items for Approval		
3.1 Minute of the Performance & Nominations Committee - Meeting held on 3 October 2022	PNC3-A	Convener
3.2 Committee Terms of Reference Review	PNC3-B	DM
4. Items for Discussion/Decision		
4.1 Board Recruitment and Appointments 2022-23	PNC3-C	DM
4.2 Principal's Report	Verbal	PL
4.3 College Performance KPIs	PNC3-D	JG
4.4 BSI Audit Report	PNC3-E	JG
4.5 Updated Scenarios		
4.5.1 Financial Planning	PNC3-F	ST
4.5.2 Learning & Teaching	PNC3-G	CC
4.5.3 Operations	PNC3-H	SL
4.5.4 Upskilling & Reskilling	PNC3-I	RG
4.5.5 Workforce Planning	PNC3-J	JFG
4.6 Strategic Risk Review	PNC3-K	DM
5. Items for Noting		
5.1 Directorate Performance Reviews	PNC3-L	JG
5.2 Summary Review of Regulator Reports	PNC3-M	JG
5.3 Complaint Quarter 1 Report	PNC3-N	JG
5.4 Early Withdrawal PIs	PNC3-O	JG
6. Any Other Notified Business		
7. Disclosability of Papers		
8. Date of Next Meeting – Monday 24 April 2023		

CITY OF GLASGOW COLLEGE
Performance & Nominations Committee of the Board of Management

Terms of Reference

Note

In these terms of reference the words “senior staff” include the Principal, Depute Principal VicePrincipals and all staff at Executive Director or Director level or equivalent.

Performance

1. To keep the College’s Balanced Scorecard under review, to monitor its alignment with the College’s Strategic Plan, and to review progress and outcomes.
2. To monitor overall College performance with reference to senior staff performance, the College Strategic Plan, and relevant quality indicators.
3. To evaluate the preparedness of the College to meet the challenge of achieving the aims and objectives of the Strategic Plan.
4. To consider the strategic viability, effectiveness and efficiency of any area of College activity, and to make recommendations to the Board of Management as appropriate.

Nominations

6. Within the context of applicable legislation and associated government guidance, the College Scheme of Delegation and Standing Orders, and relevant guidelines on standards in public life, to manage the process by which Members of the Board of Management are recruited, selected, and recommended for appointment.
7. To consider objectively, transparently and fairly candidates for Board Membership, and to make recommendations for appointment to the Glasgow Colleges’ Regional Board.
8. To monitor and evaluate the composition, skills and experience base and representational balance of the Board of Management, taking account where relevant of the terms of office of Members, and of issues of diversity and equalities.
9. To receive and review evaluation reports on Board performance, and on the development of Members.
10. Where the Board of Management so determines, to provide assistance in identifying, selecting and recommending candidates for appointment to senior staff positions in the College, and to senior positions in College subsidiaries or any other body to which the College is entitled to make appointments.

General

11. To support, maintain, and enhance the College’s resilience over a prolonged period of crisis as necessary to maintain business continuity, and to minimise risk to the wellbeing of stakeholders and the College’s effective operations.
12. To take decisions on behalf of the Board of Management in instances of emergency or high urgency where it is not feasible to convene a full Board meeting, and to inform all Board Members without delay of any decisions taken under this delegated authority.