

Board of Management

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| Date of Meeting | Wednesday 30 March 2022 |
| Paper No. | BoM3-B |
| Agenda Item | 3.2 |
| Subject of Paper | Terms of Reference Update – Development Committee |
| FOISA Status | Disclosable |
| Primary Contact | Paul Clark, College Secretary/Planning |
| Date of production | March 2022 |
| Action | For Approval |

1. Recommendations

- To approve the amended Development Committee Terms of Reference subject to any agreed changes.
- To agree that reference to the College Group be considered under all Committee Terms of Reference.

2. Purpose of report

- 2.1 It is good practice for Board Committees to review their Terms of Reference on a regular basis. As agreed at the Development Committee meeting held on 7 December 2021, the Board is invited to consider an addition to the ToRs to include responsibility for the new College Company.
- 2.2 To enable consideration of extending the Terms of Reference of all Committees to the wider “College Group”.

3. Context

- 3.1 The Committee Terms of Reference constitute the Committee’s remit, and are included in the College’s Articles of Governance, specifically referred to in the Scheme of delegation thus:

“ 2.3 Each Committee and Sub Committee shall have a clearly defined remit which shall clearly set out the duties and responsibilities delegated. The remit must be approved by the Board. The Committee may suggest amendments to the remit, but any amendments must be approved by the Board before they are implemented.” (CoGC Scheme of Delegation, 2020).

- 3.2 All Committee Terms of Reference are published on the College website.
- 3.3 The Development Committee has agreed to add a further term of reference to include City of Glasgow International;
- 3.4 The Audit and Assurance Committee agreed at its March 2022 meeting, to refer to “the College Group” rather than “the College” in its Terms of Reference, to include all activities and responsibilities of City of Glasgow College. The Finance and Physical Resources Committee has also expressed a similar intent. The Board should consider whether this approach is appropriate for all Board Committees, and make a recommendation as appropriate.

4. Impact and implications

- 4.1 Regular review of Committee Terms of Reference will ensure that this important aspect of governance is appropriate to the delegated responsibilities of Committees, and reflects Board and Board Committee practice.
- 4.2 All Board Committees will be reviewing their Terms of Reference during the current cycle of Committee meetings, prior to final approval by the Board.

Appendices:

Appendix 1: Development Committee Terms of Reference (with proposed amendment highlighted)

CITY OF GLASGOW COLLEGE
Development Committee of the Board of Management

Terms of Reference

1. To conduct an ongoing strategic review of the College's commercial and international activities ensuring alignment with the College's Strategic Plan.
2. To receive and review reports on the College's commercial and international activities, to consider, assess, and manage associated risks, and new opportunities, and to oversee the implementation of new business, international and commercial activities.
3. To review and report on any significant investment opportunities, development opportunities, and associated benefits and risks to the Board of Management.
4. To monitor, review, and report on the establishment and development of the College company, City of Glasgow International.
5. To provide co-ordination in respect of development related policies and decisions of relevance to more than one Committee of the Board or policies and decisions of particular significance, if deemed appropriate by the Board, and to instigate review and consideration of policy change.
6. To oversee the development and implementation of significant policy or strategic changes, if so requested by the Board of Management, and thereafter to report to the Board of Management on such matters.
7. To provide strategic oversight of College research related matters, referring to the Learning and Teaching Committee as appropriate.
8. To receive reports on and to consider the implications of relevant sectoral and non-sectoral, regional and national policy change and development to ensure that the College's Strategic direction is informed, up to date, proactive and responsive to external priorities.
9. To consider and make recommendations to the Board of Management on any development related matters of unusual or special interest not within the remit of another Board Committee.