

Board of Management Performance, Remuneration & Nominations Committee

The 2nd meeting of the Performance, Remuneration and Nominations Committee (Session 2017-18) will be held on Monday 15 January 2018 at 1700 hours in Room C.06.106, City Campus, 190 Cathedral Street, Glasgow G4 0RF.

Agenda

	Paper	Lead
1. Apologies for Absence		
2. Declarations of Interest		
Items for Approval		
3. Minute of the Performance, Remuneration & Nominations Committee - Meeting held on 2 October 2017	PRNC2-A	Convener
4. Voluntary Severance Policy & Scheme	PRNC2-B	ST
Items for Discussion/Decision		
5. Committee Terms of Reference	PRNC2-C	PC
6. Self Evaluation Report: Board Committees & Conveners	PRNC2-D	PC
7. College Performance Improvement Measures	PRNC2-E	DD
8. National Bargaining Update	PRNC2-F	ST
9. Medical Cover Benefits	Verbal	PC
Items for Noting		
10. Board Members' Periods of Tenure	PRNC2-G	PC
11. Evaluative Report and Enhancement Plan	PRNC2-H	DD
12. Disclosability of Papers		PC
13. Any Other Notified Business		
14. Date of Next Meeting – Monday 30 April 2018		

TERMS OF REFERENCE

Note

In these terms of reference the words "senior staff" include the Principal, any Depute, Vice and Assistant Principals, 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 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 review senior staff performance regularly against agreed targets.
5. 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.

Remuneration

6. To review at least annually the performance, remuneration, and terms and conditions of the Principal and other senior staff, adopting a process consistent with the Code of Good Governance.
7. To consider proposed staff severance arrangements for senior staff, and to make recommendations as appropriate to the Board of Management.
8. To determine the appropriate guidance for Board member expenses.
9. To demonstrate efficient and effective use of public funds in the committee's decisions, so that they reflect the performance of the organisation and the requirement for its ongoing financial sustainability.

Nominations

10. 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.
11. To consider objectively, transparently and fairly candidates for Board Membership, and to make recommendations for appointment to the Glasgow Colleges' Regional Board.
12. 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.
13. To receive and review evaluation reports on Board performance, and on the development of Members.
14. 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

15. 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.