Board of Management
Convenors' Committee

The 2nd meeting of the Convenors' Committee (Session 2025-26) will be held at 1500 hours on Monday 26 January 2026 via Microsoft Teams.

Agenda

		Paper	Lead
1.	**Opening Business**		
1.1	Apologies for Absence		Convener
1.2	Declarations of Interest		Convener
2.	**For Approval**		
2.1	Minute of the Convenors' Committee meeting held on 25 August 2025	CC2-A	Convener
2.2	Homologation - Pay Award for Non-NRPA Employees	Verbal	JG
2.3	Homologation - Non-Executive Recruitment 2025/26	Verbal	MW
2.4	Homologation - Non-Executive Appointments Procedure / Co-option Procedure	Verbal	MW
2.5	Board Mentorship Procedure	CC2-B	MW
3.	**For Discussion**		
3.1	Board Development Plan 2025/26	Verbal	MW
3.2	Strategic Risk Review	CC2-C	MW
4.	**Closing Business**		
4.1	Any Other Notified Business		Convener
4.2	Review of Meeting		All
4.3	Disclosability of Papers		MW
4.4	Date of Next Meeting - Monday 27 April 2026		

CITY OF GLASGOW COLLEGE

Convenors' Committee of the Board of Management

REMIT

1. Ensure the Board of Management's governance structure and arrangement remain fit for purpose, continue to satisfy the Code of Good Governance principles for Scotland's Colleges, and advise the Board as appropriate.

2. Manage the process by which non-executive members of the Board of Management are recruited, selected, and recommended for appointment. This should be done within the context of the College's Scheme of Delegation and Standing Orders, and any applicable legislation and guidance. Recommendations for appointment will be made to the Minister.

3. Monitor and evaluate the composition, skills and experience base and representational balance of the Board of Management, taking into account where relevant the terms of office of members, and issues of diversity and equality.

4. Consider applications for co-opted committee positions and make any recommendations to the Board of Management.

5. Review nominations, on behalf of the Board of Management, for Fellowships of the College and City of Glasgow International Ltd Board of Directors.

6. Receive and review evaluation reports on the performance and development of the Board of Management.

7. Assist 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.

8. Review and set, at least annually, the performance, remuneration, and terms and conditions of the Principal and, in turn, other senior staff, adopting a process consistent with the Code of Good Governance for Scotland's Colleges.

9. Consider proposed staff severance arrangements for senior staff and make recommendations as appropriate to the Board of Management.

10. Determine the appropriate guidance for Board member expenses.

11. 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. 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 inform all Board members without delay of any decisions taken under this delegated authority.

13. Review the Strategic Risk Register and Management Action Plans for those risks that are directly related to the Committee's remit and recommend any changes to the Board of Management for final approval.

14. Recommend to the Board of Management any matters of significance that fall within the Committee's remit.