Conveners' Committee - Agenda

The 1st meeting of the Conveners' Committee (Session 2026-27) will be held on Monday 31 August 2026 at 1500 hours via Microsoft Teams.

		Paper	Lead
1.	**Welcome**		
1.1.	Apologies for Absence		Convener
1.2.	Declarations of Interest		Convener
2.	**Items for Decision**		
2.1	Minute of the Conveners' Committee meeting held on 27 April 2026	CC1-A	Convener
2.2	Senior Management Team Structure	CC1-B	PL
2.3	Fellowship Nomination	CC1-C	PL
2.4	Conveners' Committee Annual Report 2025-26	CC1-D	MW
2.5	Board Tenures and Committee Membership	CC1-E	MW
2.6	Peer-to-Peer Buddy Scheme Procedure	CC1-F	MW
3.	**Items for Discussion**		
3.1	Performance and Remuneration		
	3.1.1. SMT / ELT Pay & Performance	CC1-G	JG
	3.1.2. Settlement Agreement Update	Verbal	JG
	3.1.3. Annual Review of the Principal's Performance 2025-26	CC1-H	CD
3.2	Board Evaluation and Development		
	3.2.1. Board Self-Evaluation Report 2025-26	CC1-I	MW
	3.2.2. 2025-26 Board Development Plan Year-End Review	CC1-J	MW
	3.2.3. 2026-27 Draft Board Development Plan	CC1-K	MW
	3.2.4. Strategic Leadership and Future Direction	CC1-L	CD
3.3	Strategic Risk Review	CC1-M	MW
3.4	Terms of Reference Mapping Exercise	CC1-N	MW
4.	**Closing Items of Business**		
4.1.	Any Other Notified Business		
	4.1.1. College Chancellor Update	Verbal	PL
4.2.	Review of Meeting	Verbal	All
4.3.	Disclosability of Papers	Verbal	MW
4.4.	Date of Next Meeting – Monday 19 October 2026		

CITY OF GLASGOW COLLEGE
Convener's 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.