

## Nominations & Remuneration Committee

Date of Meeting	Thursday 30 November 2017
Paper Title	Overview of Board Appointments Planning
Agenda Item	9
Paper Number	NRC3-E
Responsible Officer	Penny Davis, Board Secretary
Status	Disclosable
Action	For Information

### 1. Report Purpose

- 1.1** To provide the Committee with an overview of several appointments-related activities taking place in the first six months of 2018 to facilitate effective planning and oversight.

### 2. Recommendations

- 2.1.** Members are invited to review the outline of activities below/overleaf and agree planning arrangements for Board and Assigned College appointments as set out in this report.

### 3. Background

- 3.1** Several events have coincided to result in a particularly busy period for the Committee under its membership and appointments remit in the first half of 2016. Between January and the end of the academic year, the Committee will oversee:
- a) The induction of a new GCRB Chair and any associated review of skills/committee membership, further to the Scottish Government's decision, expected by end December 2017;
  - b) The appointment, with Board approval, of a new Chair of Kelvin College (the current Chair's term of office expires in July 2018);
  - c) The establishment of a Second Terms Panel to undertake review and extension as appropriate of appointments of members reaching the end of their first term of office in July 2018;
  - d) An open recruitment process, potentially to take account of the outcome of c), above, but necessary in any case on the basis that two members reach the end of their second term of office in May 2018<sup>1</sup>;

<sup>1</sup> While the order of the May and July terms of office would suggest the open recruitment process should take place prior to the extension of appointments, the practicalities of potentially needing to run two recruitment rounds in quick succession present a strong argument for agreeing extensions first, and then undertaking recruitment to a known number of vacancies.

- e) The appointment of new Non-Executive Members to the Clyde College Board (the timing of this is not yet confirmed)
- f) An election process to appoint GCRB Staff Members, whose terms of office expire in July 2018;
- g) The implementation of new, approved, arrangements to elect 2018/19 student members before the end of this academic year.

#### 4. Membership and Appointments Planning 2018

4.1 The following table sets out proposed activities between January and July 2018.

	Jan	Feb	Mar	Apr	May	Jun
N&R Committee Meetings			8		31	
Board Meetings			26			18
GCRB Chair appointment by SG/induction						
GCRB Non-Exec Members 2 <sup>nd</sup> terms approved						
Recruit/appoint new GCRB Non-Exec Members <sup>2</sup>						
Chair of Kelvin Board recruitment/appointment						
Clyde College Non-Executive appointments	Further dates to be confirmed					
Staff Member elections to GCRB						
Student elections to GCRB						

4.2 On the basis of the above, the following papers have been prepared for the Committee's consideration and approval at its meeting on 30 November.

- a) A planning paper for the review and approval second terms, and the need thereafter to undertake recruitment of new members.
- b) A planning paper for the appointment of the Kelvin College Board Chair.

Papers concerning staff election procedures and any further appointments to the Clyde College Board will be brought to the March meeting of the Committee as required.

#### 5. Risk Analysis

5.1. The timely consideration of known and potential changes to membership allows for effective succession planning and ensuring the compliance and fitness for purpose of procedures that are in place for recruitment, election and appointment. This paper therefore seeks to mitigate Risk 0011: The capacity and capability of the Board is inadequate and standards of governance fall below the level required, and Risk 0012: There is a breach of legislation/ guidance/code of practice and this results in a failure of governance. 0011 and 0012.

#### 6. Legal Implications

6.1. There are no further legal implications associated with this report.

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<sup>2</sup> New Members would have 1 June or 1 August start dates depending on the vacancy, however, arrangements could be made for interim co-option/induction in the intervening months.

## **7. Resource Implications**

**7.1.** There are no new resource implications arising from this paper.

## **8. Strategic Implications**

**8.1.** This report is not directly relevant to the Regional Outcome Agreement, however, a balanced Board and robust governance arrangements are the essential to the effective determination and delivery of GCRB objectives.