

Board Meeting

Date of Meeting	Monday 25 March 2019
Paper Title	Use of Delegated Authority
Agenda Item	20
Paper Number	BM3-T
Responsible Officer	Robin Ashton, GCRB Executive Director
Status	Disclosable
Action	For Information

1. Report Purpose

- 1.1. Report on the exercise of delegated authority.

2. Recommendations

- 2.1. The Board is invited to **note** this report.

3. Background

- 3.1. The Scheme of Delegated Authority requires the Executive Director to report to the regular meetings of the Board any decisions he has made under the Scheme of Delegated Authority for amounts greater than £10,000 in relation to:

- committing funds within agreed budgets;
- revision of individual budgets for any one year up to a limit of £10,000 or 5%, whichever is the higher; and
- application of any discretionary budget controlled by the Executive Director.

4. Report

- 4.1. GCRB contracted external communications support on a consultancy basis between April 2017 and January 2019. The purpose of this was to receive support on communications, marketing, copy writing and stakeholder engagement events. Following the recruitment of a part-time GCRB Communications and Marketing Lead, this consultancy support is no longer required and the final total value of the contract was £36,275. The GCRB Executive Director is required to report this to the GCRB Board within the Scheme of Delegated Authority. Funds are set aside within the existing GCRB operating budget to meet these costs.

5. Risk, legal, equalities, resources and strategic implications

- 5.1.** Communications work supports engagement with external stakeholders with the objective of increasing public and political understanding of GCRB's strategic role and the positive impact of a regional approach to college education in Glasgow.