

## **PROCEDURE FOR APPEALS AGAINST FUNDING DECISIONS**

### **Introduction**

The Glasgow Colleges Regional Board (GCRB) aims to ensure that all funding decisions are fair, transparent, and underpinned by sound and consistently applied principles. In accordance with the Financial Memorandum between the GCRB and the Assigned Colleges, the following procedure applies to appeals by the Assigned Colleges against significant funding decisions made by GCRB.

### **Principles**

The principles on which GCRB will make funding decisions are as follows.

- 1 There is an open and transparent consultation process involving the Assigned Colleges prior to funding proposals being considered by the GCRB or its Committees.
- 2 The bases of any funding proposals and decisions are made clear and available to the Assigned Colleges.
- 3 Funding proposals and decisions consider issues of institutional and regional sustainability and the balance of competing demands.
- 4 Funding proposals and decisions support the achievement of regional goals and outcomes.

### **Procedure**

- a) Where an Assigned College feels that GCRB has not adhered to one or more of the principles above it may appeal against a funding decision by writing, in the first instance, to the Secretary to the GCRB.
- b) Letters of appeal must be received within five working days of funding decisions being made and must make clear the grounds for appeal by reference to one or more of the four principles above.
- c) All appeals will be registered and confirmation sent to the college making the appeal.
- d) Appeals will normally be dealt with within fifteen working days. Where it will not be possible to conclude the matter within fifteen working days, the college making the appeal will be informed.
- e) The Secretary to the GCRB will, where necessary, seek further information or clarification before bringing the appeal to the attention of a review panel.
- f) The review panel will comprise at least two non-executive board members and one independent member appointed by the GCRB for that purpose.
- g) The review panel may request further information or invite one or more representatives from the college making the appeal or, given that any change to a funding decision affecting one college could affect other colleges, the other Assigned Colleges, or the GCRB

executive, to meet with them.

- h) The panel will consider the appeal and make a recommendation to the GCRB whether or not to review the funding decision.
- i) If the panel recommends a review, the full GCRB will review the funding decision. Following any such review, the decision of the GCRB will be final and further appeals within the same funding round or citing the same grounds for review will not be considered.
- j) The outcome of the appeal will be communicated in writing to the college that made the appeal and to any other of the colleges affected by the outcome of the appeal.

Approved by the GCRB: 22 May 2017