

Nominations & Remuneration Committee

Date of Meeting	Thursday 23 September 2021
Paper Title	Schedule of Recruitment and Appointments Activity 2021-22
Agenda Item	10
Paper Number	NRC2-D
Responsible Officer	Board Secretary
Status	Disclosable
Action	For Decision

1. Executive Summary

1.1 The attached chart summarises recruitment and appointments activity required between January and June 2022, including review and approval required at Committee and Board level.

2. Recommendations

2.1. The Committee is invited to **approve** the schedule of activity.

2.2. The Committee is asked to **note** the following.

- i. The process outlined for the Extension of the Kelvin College Chair is dependent on the Chair seeking to remain in post. A recruitment plan will be put in place if required. The Ministerial guidance on appointments applies, and the process is aligned to the non-executive recruitment process.
- ii. Confirmation of the timing of constitutional changes is still awaited. As required, plans will be adjusted to accommodate the recruitment of two additional non-executive members and the nomination of two trade union members.

3. Report – attached at Appendix 1

4. Risk & Compliance Analysis

4.1 Board membership, tenure and other provisions are set out in Schedule 2B to the Further & Higher Education (Scotland) Act 2005. The appointment and extension of Assigned College Chairs and Non-Executive Board Members is governed by the 2014 Ministerial guidance.

4.2 Risk 0012: the capacity and capability of the Board is inadequate and standards of governance fall below the level required, and risk 0013: there is a breach of legislation/ guidance/code of practice and this results in a failure of governance, are both pertinent to this report.

5. Financial & Resource Implications

5.1 There are likely to be resource implications associated with the process to elect a Teaching Staff Board Member.

6. Equalities Implications

6.1 Legislation and the Ministerial guidance require the Board to meet equalities obligations in undertaking recruitment and making appointments. The relevant panels, Nominations & Remuneration Committee, and Board will be apprised of requirements as appropriate. GCRB has in place a Diversity Succession Plan which will be considered as part of extension and recruitment processes.

7. Learner Implications

7.1 This report does not have direct implications for the learner, however, robust governance arrangements are essential to the effective determination and delivery of GCRB objectives.

Schedule of GCRB Recruitment/Appointments Activity AY2021-22

APPOINTMENT	JAN	FEB	MAR	APR	MAY	JUN
1 Chair of Glasgow Kelvin College - Extension		Chair seeks interest in second term at individual evaluation meeting.	10.03.22 NRC reviews plan for extension process ¹ . 28.03.22 Board approves plan and Panel.	Panel meets to consider extension of appointment.		20.06.22 Board approves appointment (from 01.08.22)
2 GCRB Non-Executive Members - Extensions	GCRB Chair seeks notes of interest in second term. 24.01.22 Board delegates authority to NRC ² to consider/recommend extensions.	Chair undertakes individual Board Member evaluations.	10.03.22 NRC reviews skills matrix/considers extensions (as per STC procedures) 28.03.22 NRC recommends to Board/Board approves. ³		01.05.22 As approved, second terms commence.	
3 GCRB Non-Executive Members – Open Recruitment Process			10.03.22 NRC reviews skills matrix/ future needs, taking account of outcome from 2,	Recruitment panel established; considers skills needs/NRC input.	Panel meets to agree shortlist. Interviews; panel agrees to recommend	20.06.22 Board approves appointments (from 01.08.22).

¹ If the College Chair did not wish to continue in post, or if panel did not recommend extension, this would revert to an open recruitment process aligned to the process set out under 2, but having College engagement in determining the person specification.

² Where there is a membership conflict, the Board has established a short-life Second Terms Committee; there is no membership conflict in this instance therefore it is proposed the NRC should convene as Second Terms Committee.

³ Where a Non-Executive Member does not wish to continue to a second term or the Board does not appoint for a second term, the arising vacancy is included in the open recruitment process.

			<p>above and status of SG constitutional changes</p> <p>28.03.22 Board approves recruitment panel membership and process.</p>	<p>Panel agrees person spec and application pack.</p> <p>Advert goes live.</p>	<p>appointments to Board</p>	<p>Submitted to Scottish Government for approval.</p>
4 Support Staff Board Member			<p>10.03.22 NRC reviews plan for election process.</p> <p>28.03.22 Board approves plan.</p>	<p>Contractor appointed to manage independent election process.</p>	<p>Nominations invited.</p> <p>Ballot held.</p>	<p>20.06.22 Board confirms appointment (from 01.08.22).</p>
5 Student Board Members					<p>Incoming Presidents confirmed.</p> <p>Nominations process managed by NUS.</p>	<p>20.06.22 Board confirms appointments (from date of handover to new Presidents)</p>