

Draft Minute of the Nominations and Remuneration Committee held on Thursday 23 February 2023

Present	
Janie McCusker (Acting Chair)	Sunita McKenna
Chris Bones	Verity Watson
Clare Ireland	
In Attendance	
Martin Boyle (Executive Director)	Jim Godfrey (Finance and Resources Director)
Penny Davis (Board Secretary)	John Gribben (Exec Director HR, City of Glasgow College)
Wendy Odedina (Executive Assistant)	Stuart Thompson (VP, City of Glasgow College)
Apologies	
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1. Introduction and Welcome

Paper Number: Verbal

1.1 Discussion

The Chair welcomed members and attendees to the meeting and thanked them for accommodating this additional meeting.

2. Apologies

Paper Number: Verbal

2.1 Decision

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3. Declarations of Interest

Paper Number: Verbal

3.1 Discussion

The Chair reminded members that it is their personal responsibility to indicate at any point during the meeting if they have, or may be perceived as having, a conflict of interest under any item on the agenda.

4. City of Glasgow College VS Scheme

Paper Number: NRC3-A

4.1 Discussion

The Executive Director presented the paper noting the changes to the voluntary severance scheme for City of Glasgow College, previously approved by the Committee in October 2022. He noted that the SFC, and GCRB, have sought further information and clarifications and therefore a committee meeting has been convened to meet this requirement and to ensure proper governance. He outlined the changes to the proposed number of staff leaving and the revised costs and savings, as per the revised Annex B provided by the College.

The Committee raised questions regarding impact on learners, further consultation with trade unions, and the timeline for the change in numbers which college representatives responded to. The Committee noted references to the requirement for further redundancies in AY 23/24, beyond this increase, and potential for compulsory redundancies within the paperwork and asked for further clarification on these matters. The Executive Director for HR at the College confirmed that these would be separate processes however noted that the College felt it prudent to alert GCRB to this strong possibility.

The college representatives noted that they believe there is no change to the scheme and the numbers provided in the initial application were always an estimate. They referenced the changing financial outlook at the college being the reason for the increase. The GCRB Executive Director noted that GCRB's role in approval covers more than just the terms or offer of a severance scheme and therefore revisions to an application in terms of number of staff, costs and savings also have to be taken into account, as well as potential knock-on regional impact.

Members discussed the level of information and detail provided from Glasgow Kelvin College in their recent application and asked the GCRB Executive Director if he had asked for the same degree of information from City of Glasgow College. The GCRB Executive Director confirmed that the same information is sought for all applications, and noted that it would be his intention to implement suggested lessons learned in order to improve the process moving forward.

The Vice Principal and Executive Director from City of Glasgow College left the meeting at this stage.

The Acting Chair advised the Committee that she had discussed the matter with the Committee Chair prior to the meeting so that his views could be taken into account. The Committee discussed their concerns around the timing of information being available, the level of detail provided and the approach undertaken by City of Glasgow College. The Committee noted that it must be crystal clear in feedback that there is no approval given by GCRB at this meeting for any additional voluntary severance scheme, or compulsory redundancies, which were both mentioned in the paperwork provided by the College as being potentially required.

The Committee discussed its role in relation to voluntary severance and the uncomfortable position it often finds itself in. They discussed the benefits of a regional approach in tackling financial sustainability and how different decisions may have been made in this regard.

4.2 Decision

The Committee:

- **agreed** that the information provided constitutes a satisfactory explanation for the proposed increase;
- **agreed** that the revised information on costs and savings are sufficient;
- **considered** the additional information concerning an overall higher figure for staff departures and potential for compulsory redundancy, noting that a separate process would be required for each of these and confirming that no GCRB approval was given or implied by the approval of the current changes;
- **agreed** that the Executive Director should implement the lessons learned.

On the basis of the Committee's conclusions, and noting that the SFC has advised that a second approval process is not required specifically on the amendment to staff numbers, as per its guidance on severance schemes, the Executive Director will advise the SFC, GCRB Board, and the College as appropriate of the Committee's position. The Chair of the Board will also consider any appropriate next steps.

5. Disclosable Status

Paper Number: verbal

5.1 Discussion

The paper for this single item agenda is non-disclosable.

6. Next meeting

Paper Number: verbal

6.1 Decision

Thursday 9 March 2023.