

STANDING ORDERS – APPENDIX 6A

CIRENCESTER COLLEGE CORPORATION SEARCH COMMITTEE CONSTITUTION, TERMS OF REFERENCE & PROCEDURES



1. Strategic Focus

To consider the Corporation's membership needs and to recommend the appointment of new governors, guest members and co-opted members.

2. Constitution

- 2.1 In accordance with the Articles of Government and the recommendations contained in the report of Lord Nolan's Committee on standards in public life the Corporation has established a Search Committee.
- 2.2 The Committee shall comprise 5 governors of the college, including the Chair or Vice-Chair and the Principal.
- 2.3 Guest members may be appointed to the Committee and the Committee may co-opt other members.
- 2.4 The quorum for meetings of the Committee shall be 40% of the appointed membership, provided that governors of the College are in the majority.
- 2.5 The Committee shall meet twice per annum and as necessary.

3. Terms of reference

- 3.1 The Committee shall from time to time consider and make recommendations to the Corporation on the Corporation's composition and balance, and on the procedures for nomination and appointment to the Corporation.

The committee shall consider annually the skills of governors, guest and co-opted members and conduct an audit of skills at least every two years

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- 3.3 The Committee shall search for and nominate candidates to fill vacancies on the Corporation, except the Principal and elected staff and student governors.

The committee shall also make recommendations for individuals to join the pool of guest members, and for new co-opted members.

4. Procedures

- 4.1 The Committee may co-opt or invite other members of the Corporation, other members of staff or students, or external advisers to attend meetings and provide advice and information relating to Search Committee matters.
- 4.2 The advice of the committee to the Corporation, except matters deemed confidential by the Corporation, shall be made available for public inspection and published on the college's website.
- 4.3 The Clerk to the Corporation shall act as clerk to the committee.
- 4.4 The terms of reference and other rules regarding the operation of the committee shall be published as in 4.2 above.