



## STRATEGY, GOVERNANCE, SEARCH COMMITTEE

### TERMS OF REFERENCE

The Committee will be responsible for advising the Corporation on all matters relating to Governance including the self-assessment report and the appointment of Members to the Corporation. Specifically, it will:

#### STRATEGY

1. Have oversight of the College Strategic Plan, reviewing and monitoring performance against objectives and advising and making recommendations to the Corporation where appropriate.
2. To periodically advise the Corporation on the appropriateness of the College Mission Statement and character of the College for current and future learners.
3. Oversee the strategic direction of student recruitment, receive admissions reports and monitor targets.
4. Have oversight of the strategic direction of the College's International strategy.
5. Have oversight of matters relating to the strategic approach to marketing the College, making recommendations to the Corporation where appropriate.
6. Have oversight of the development of the College Accountability Agreement and monitor and update the Corporation on progress made against targets where appropriate.

#### GOVERNANCE & SEARCH

1. Consider and make recommendations on the composition and balance of the Corporation and its Committees.
2. Gather, screen and shortlist nominations in respect of vacancies on the Corporation for non-elected Members.
3. Determine the process whereby candidates are nominated.
4. Evaluate and scrutinise the performance of existing Members before proposing (or otherwise) their reappointment.
5. Develop and recommend to the Corporation, Policies and Procedures for induction and further governance development of Corporation Members.
6. Advise the Corporation on Standing Orders for the Conduct of its Business.
7. Advise the Corporation on the Code of Conduct and Register of Interest for its Members.
8. Ensure, as appropriate, compliance with legislation.

#### MEMBERSHIP

Five Governors.

Additional Members may be co-opted to enhance the mix of skills and expertise on the Committee who will not have a mandate to vote.

#### QUORUM

Two Members of the Committee provided they are not co-opted Members.

## **ELECTION OF CHAIR AND VICE CHAIR**

The Chair and Vice-Chair to be elected annually at the first meeting of the Committee in the Autumn Term from Members of the Corporation on the Committee, excluding co-opted Members of the Committee.

## **MEETINGS**

The Committee will meet at least twice in an Academic Year

**In attendance:** Clerk to the Corporation

## **Modus Operandi of the Search Process**

The Committee will develop and maintain a database of appropriate persons interested in making a voluntary contribution to the work of the Corporation, including those interested in Corporation Membership.

The Committee will regularly initiate searches for additions to the database through open advertisement and periodically consult with interested bodies including local community/employer representatives and local authorities.

When a vacancy occurs or is anticipated the Committee will draw up a skills profile for the vacant position(s) and, other than for the Principal and elected Members, will research suitable candidates drawn from the database through a process of confidential references and interview.

The Governance and Search Committee will evaluate the contribution of existing Members before proposing (or otherwise) their re-appointment.

In accordance with the Instrument and Articles of Government the Governance and Search Committee will advise the Corporation on the appointment of all Members to the Corporation, other than elected Members and the Principal.

## ***Access to meetings by Members of the Public***

*Requests for Attendance by the Public at Corporation and Committee meetings must be submitted to the Chair, or in his absence the Vice Chair, at a minimum of 4 working days prior to the date of the meeting. The attendance of such personnel shall be at the discretion of the Chair or Vice Chair as appropriate.*