

SEARCH AND GOVERNOR DEVELOPMENT COMMITTEE

TERMS OF REFERENCE

PURPOSE

The purpose of the Committee is to advise the Corporation on the appointment of its members, and to advise on the induction, development and training of the Corporation Members.

KEY TASKS

Search Functions

- 1 The Committee will be responsible for advising on the appointment of members of the Corporation and such other matters relating to membership and appointments as the Corporation may remit to the Committee, for gathering and considering nominations in respect of vacancies on the Corporation, in accordance with the Instrument of Government and the Corporation's Policy and Procedure for the 'Identification and appointment of Corporation and Co-opted Committee Members'.
- 2 The Committee will, at least annually, consider and make recommendations to the Corporation on the composition and balance of the Corporation and its Committees, using skills audits where appropriate.
- 3 The Corporation shall not appoint any member of the Corporation (other than the Principal, the staff and student governors) unless it has first considered the advice of the Committee.

Governor Development Functions

- 1 The Committee will develop and recommend to the Corporation policies and procedures for the induction, appraisal and governor development of Corporation Members.
- 2 The Committee will formulate appropriate and relevant induction, training and development activities for Corporation Members

MEMBERSHIP

- 1 The Committee shall comprise three Members of the Corporation, other than the staff and student members. The Principal will attend in an ex-officio capacity.
- 2 Except for the ex-officio member, a person shall be ineligible for appointment as a Committee Member if she/he has served more than four years on the Committee.
- 3 The Committee may invite other persons to attend meetings in order to:
 - Provide advice and evidence to assist the process of search;
 - Verify that the selection process is independent and free from any form of patronage.
- 4 The quorum for meetings of the Committee shall be two.
- 5 The Chair of the Committee shall be appointed by the Corporation. The Corporation shall determine which categories of member may act as Chair at meetings of the Committee in the absence of the appointed Chair. Members present will decide from these categories that will act as Chair of the Committee at any meeting, which the appointed Chair is unable to attend.
- 6 The Clerk to the Corporation shall act as Clerk to the Committee.

FREQUENCY OF MEETINGS

The Committee will meet at least once each year.