



GOVERNOR RECRUITMENT POLICY

POLICY OWNER: Corporation

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DATE OF APPROVAL: July 2023

FOR APPROVAL BY: Corporation

NEXT REVIEW DATE: July 2026

1. Introduction

The Corporation appoints all governors with the exception of those appointed by the Secretary of State, through the exercise of statutory powers.

This policy shall apply to the appointment of all independent governors, save for any co-option arrangements that may be agreed by the Corporation from time to time

The policy shall be made available to the public through publication on the College's website.

The policy should be read in conjunction with the provisions of the College's Instrument and Articles of Government concerning the appointment and terms of office of governors and the further appointment by the Corporation Board to the Offices of Chair and Vice- Chair(s) of the Corporation or any of its committees.

2. Assessment of Experience, Skills and Diversity

When a vacancy arises or is due to arise, the Governance and Search Committee will:

- (i)) Assess the requirements of the Corporation by reference to the agreed Board capability requirements and the existing skills and experience of independent governors.
- (ii) Identify the specific skills and experience that the Board is seeking to recruit and approve any amendments to the generic role profile appended to this policy.

3. Diversity of Membership

The Committee shall have regard to the gender and ethnic composition of the Board and when recruiting shall seek, in so far as is reasonably practicable, to reflect the composition of the communities served by the College.

4. The Appointment of Independent Governors

The Governance and Search Committee will seek to ensure that it identifies candidates with suitable skills and experience to support the Board in carrying out its functions efficiently and effectively. To support this objective the Committee may use any of the following recruitment methods in addition to generally advertising vacancies on its website:

- Any recruitment service provided by the Association of Colleges Advertising both generally and for specific vacancies
- Maintaining a record of interested and potentially suitable candidates
- Consultation with stakeholders and representative bodies
- Inviting nominations from business, statutory or voluntary bodies
- Self-nomination

5. Advertising, Shortlisting and Recommending Candidates

The Governance and Search Committee or a panel consisting of members of the Committee, including the committee Chair shall:

- Amend the Role Profile to reflect any specific skills and experience required by the Board
- Determine the recruitment methods to be used in respect of the particular vacancy and the timescale for determining the shortlist
- Conduct Interviews and make recommendations to the Corporation setting out the basis upon which the preferred candidate(s) best meets the requirements of the Board

6. Appointing the Preferred Candidate(s)

The Corporation will:

- Consider the recommendations from the Search Committee and either confirm the appointment or request the Committee to reconsider, giving reasons.
- Confirm the period of membership, having regard to the desirability of staggering the retirement dates of independent governors
- Instruct the Company Secretary to confirm the appointment in writing subject to the acceptance of the Corporation's Code of Conduct and Declaration of Eligibility, and agreement to undertake a DBS check.