

Halesowen College Corporation Appointment and Re-appointment of Governors and Co-optees

The Corporation comprises of individuals committed to the provision of opportunities for education and training in Halesowen and the wider community. Prospective governors should be able to take part in the continuous improvement of the College by

- contributing to the work of the team of governors
- communicating with a wide range of people
- working positively with others, debating whilst maintaining a constructive atmosphere
- developing the ability to engage with strategic issues

A governor is also expected to comply with the provisions within the Instrument and Articles of Government and other key documentation as outlined in a Code of Conduct, this includes:

- acting in the best interests of the Corporation;
 - supporting the decisions of the Corporation and the Committees once they have been reached on a basis of collective responsibility, even though you may have spoken against a proposal during the debate at the meeting;
 - giving due priority to attending meetings;
 - attending College events where possible so as to gain an understanding and appreciation of the work of the College, and to meet students and staff;
 - participating in training where appropriate that enhances your contribution;
 - understanding and complying with the knowledge that individual members of the Corporation have no specific powers and this means that statements may only be made on behalf of the governing body by those authorised to do so.
 - A more detailed role descriptor is also available.
1. The composition of the Corporation and the determination of its membership numbers are in accordance with the Instrument of Government. The Corporation is the appointing authority in relation to the appointment of its members however the Corporation will not make appointments (other than those of elected staff and student members) without first consulting the advice of the Search and Governance Committee.
 2. The Search and Governance Committee of the Corporation have a clear remit to oversee the effectiveness of the search and appointments process which is undertaken across an annual cycle of meetings. This process is undertaken with reference to stipulations within the Instrument and Articles of Government and Standing Orders. Please see section 1 of Standing Orders below.
 3. Once appointed governors are provided with induction and offered training opportunities to support them in their new role.
 4. For an informal discussion, please contact the Clerk on 0121 602 7604 or email jsunter@halesowen.ac.uk
 5. Halesowen College is embedding equality of opportunity principles in its activities and welcomes applications from all suitably qualified people, irrespective of age, sex, gender reassignment, marital or civil partnership status, disability, race, ethnic or national origin, religion or beliefs or sexual orientation.

Section 1 of Standing Orders

1 Appointment and terms of office of the members of the Corporation

- 1.1 The Search and Governance Committee considers nominations and applications (other than those of staff and student governors).
- 1.2 The Search and Governance Committee refers to composition and skills before making recommendations to the Corporation in relation to all appointments, reappointments and co-options.
- 1.3 Nominations or applications may be sought from an organisation or an individual or through advertisement on behalf of the Corporation by the Search and Governance Committee.
- 1.4 Persons who may wish to self-nominate or to nominate another person for consideration as a member of the Corporation of Halesowen College, in relation to a vacancy, should contact the Clerk to the Corporation.
- 1.5 For the position of the student member the Principal or his agent will organise an election amongst students of the College the results of which will be presented to the Corporation. The Student member is to be a student at the College. Membership will cease at the end of the academic year of his or her term of office or if he or she ceases to be a permanent student at the College. The student member is appointed for an academic year.
- 1.6 For the position of staff member the Clerk will organise an election amongst all employees the results of which will be presented to the Corporation. The staff member who is to be employed under a contract of permanent employment (and may be a member of the academic or the non-academic staff) will cease to be a member if his or her employment with the College ceases. The staff member is appointed for a period of office of two years.
- 1.7 Subject to relevant procedures and eligibility criteria members are eligible for consideration for reappointment, however staff and student positions are subject to an election process.
- 1.8 The Corporation requires compliance with eligibility criteria therefore all appointments and reappointments including co-options will be made in compliance with agreed stipulations regarding eligibility, which includes DBS checks. All members are required to declare and keep their eligibility under review.
- 1.9 All appointments and re-appointments will be made in compliance with agreed stipulations regarding terms of office.
- 1.10 New member appointments (other than staff and student) are usually made for a one year term of office in the first instance with potential for further appointment terms of a period of up to three years.
- 1.11 Unless the Corporation resolves otherwise (on the basis that it is in the best interests of the Corporation), no individual shall be appointed as a member for more than three consecutive terms of three years. Should the Corporation resolve to extend an individual's appointment beyond this limit, such extension shall be for no more than twelve months and any further extension must be approved by further resolution of the Corporation after full review of such individual's appointment by the Search and Governance Committee.