



**Cheshire College
South & West**

The Corporation's Chairs' Committee:

1. **The provisions which govern the membership of the Chairs' Committee are set out in paragraph 28.2 of the Corporation's Standing Orders:**
2. the Committee shall comprise six persons, appointed from time to time by the Corporation, including the Chair of the Corporation, the Vice Chair of the Corporation, the Principal, the Chair of the Finance Committee, the Chair of the Audit Committee and the Chair of the Management and Performance Committee.
3. **The terms of reference of the Chairs' Committee are set out in Appendix 1 and include the Chairs' Committee include the following provisions:**
 - 5 **To advise** the Corporation on the appointment and reappointment of members of the Corporation in accordance with the Instrument of Government and such other matters relating to membership and appointment as the Corporation shall remit to it having regard at all times to the provision of the Instrument and Articles of Government and the policy of the Corporation;
 - 6 **To initiate** searches for potential candidates and gather nomination in respect of vacancies on the Corporation and to determine and apply the processes whereby such nominees are screened and shortlisted;
 - 7 **To consider** from time to time and to make recommendations to the Corporation on the composition and balance of the Corporation and its committees;
 - 8 **To undertake** a regular skills audit in order to test the range of the skills and experience on the Corporation;
 - 9 **To review** annually or more frequently if necessary the Corporation's governance and decision making processes and procedures, standing orders and records of attendance of members and to make such recommendation as may be appropriate.

- **The rules for conduct of the Chairs' Committee when considering and making recommendations concerning the composition of the Corporation are set out in Appendix 6 of the Corporation's Standing Orders:**

Recruitment of New Members

The relevant parts of the procedures set out in Appendix 2 shall be deemed to be incorporated in these rules and shall be adopted for the recruitment of new members.

Reappointment of Existing Members

The Chairs' Committee will consider reappointment of existing members with the same rigour as the appointment of new members, except that it shall not be necessary for the Committee to meet existing members before advising reappointment, or for existing members to supply written

details of themselves. The Chairs' Committee will take into account all relevant issues in deciding whether to recommend reappointment including:

- attendance records of the governing body and any relevant committees in respect of the members concerned;
- commitment to the College over and above attendance at formal meetings (eg attendance at student awards ceremonies and programme area link meetings);
- the quality of contribution to discussions at meetings;
- the value of the member's expertise, experience and/or interest to the work of the governing body

Reappointment for a Third or Subsequent Term

The Corporation recognises the recommendation of the Committee on Standards in Public Life that reappointment for a third or subsequent term should be the exception, rather than the rule. The Chairs' Committee will consider the reappointment of members in these circumstances with the same rigour as the appointment of new members, except that it shall not be necessary for the Committee to meet existing members before advising reappointment, or for existing members to supply written details of themselves. The Chairs' Committee will take into account all relevant issues in deciding whether to recommend reappointment including:

- the member's commitment to the College and the work of the governing body;
- the value of the member's experience and/or interest to the work of the governing body;
- attendance records of the governing body and any relevant committees in respect of the member concerned;
- the length of service of members of the governing body (a low average length of service of members of the governing body may indicate a greater need for reappointment for a third or subsequent term);
- difficulties in finding other suitable individuals to serve.

Consideration of Reappointments by the Corporation

Members whose reappointment is being considered by the Corporation shall not be entitled to participate in the discussion of, or vote on, the reappointment, and shall withdraw from the meeting at which the reappointment is considered if requested to do so by any member.