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**Search Committee**

**Terms of Reference**

(Revised by the Corporation 23 September 2003; 4 October 2005;

26 September 2006; 16 January 2007; 25 September 2007; 1 April 2008, 14 July 2009, 13 July 2010, 19 July 11, 29 May 12, 19 July 2016, 27 Mar 2018)

**1 Membership**

1.1 The Committee shall be appointed by the Corporation and consist of:-

* the Corporation Chairman *ex officio*
* the Corporation Vice-Chairman *ex officio*
* the Principal *ex officio*
* three persons who shall be independent Corporation Members

1.2 The Chair of the Corporation shall chair the Committee and the Vice-Chairman of the Corporation shall be vice-chairman.

**2 Duties**

2.1 The Committee shall be responsible for governor succession planning and co-optee appointments, nominating candidates for the approval of the Corporation to fill vacancies on the Corporation, and for determining the process whereby candidates are nominated.

2.2 The Committee shall from time to time consider and make recommendations to the Corporation on the Corporation’s size, composition and balance, and on the procedures for appointment and re-appointment to the Corporation.

* 1. The Committee shall develop and recommend to the Corporation policies and procedures for the induction, training and development of Corporation Members.
  2. The Committee shall consider and advise the Corporation on the composition of its committees.
  3. The Committee shall have the power to employ the services of such external advisers as they deem necessary to fulfil their responsibilitiesprovided that the Committee may not incur direct expenditure in this respect in excess of £5,000 without the prior approval of the Corporation.
  4. The Committee shall be responsible for succession planning for Senior Post Holders and the Clerk

**3 Frequency of Meetings**

3.1 Meetings shall be held as appropriate but there shall be at least two meetings per year.

3.2 The quorum for meetings of the Committee shall be three persons.

**4 Reporting Procedures**

4.1 The Clerk to the Corporation shall be Clerk to the Committee.

4.2 The Clerk to the Committee shall circulate minutes of the meetings of the Committee to all Corporation Members.