



**Wirral Met College**

## **APPOINTMENT OF GOVERNORS**

### **Information for Applicants**

## **1. LEGAL STATUS**

- 1.1 The College is an independent Further Education (FE) Corporation, established by the Further and Higher Education Act 1992. This Act removed all further education colleges (of which there are now about 210) from local authority control on 1 April 1993. Such colleges are also established as charities but are exempt from the requirements of the Charities Act.
- 1.2 The legislation sets out the powers of the Corporation which may be summarised as:
- provide further and higher education
  - supply goods or services in support of the provision of education
  - provide secondary education to 14–16 year olds in schools/academies
  - conduct an educational institution
  - subscribe for or acquire shares in or securities of a company
  - acquire and dispose of assets
  - borrow & invest money

The first two of the above are called the Principal Powers of the Corporation. The Corporation also has powers to enter into contracts and make other arrangements to support its main powers.

- 1.3 The College is administered under the Instrument & Articles of Government which are Statutory Instruments made under the Act and which set out the rules for the constitution and operation of the Corporation and the machinery for College decision-making.
- 1.4 Funding for the College is provided by the Education & Skills Funding Agency whose function is to ensure that government funding gets to the organisations that provide further education and skills training in England. Funding is also received from the Higher Education Funding Council for England, who distribute public money for teaching and research for higher education to universities and colleges.

## **2. THE BOARD OF GOVERNORS**

- 2.1 The Board of Governors deals with the mission and strategic direction of the College, determines policy and oversees the management of the institution which is in the hands of the Principal. To fulfil its functions, the Board's aim is to recruit and maintain a wide range of skills/experience amongst its members.
- 2.2 Within the parameters set by the Instrument of Government, the Corporation is able to determine the number and composition of the Board. The Board consists of 16 members which includes the Principal together with governors nominated by the staff and students.
- 2.3 The Board's work is supported by the Audit Committee, the Governance & Search Committee, the Quality & Standards Scrutiny Committee and the Remuneration Committee. Governors are normally invited to serve on one of these committees.

### **3. COMMITMENT REQUIRED OF GOVERNORS**

- 3.1 Governors serve for a maximum term of office of four years subject to retirement on 31 July. They must be able to declare their eligibility for Board membership and are asked basic questions about this on the Application Form enclosed with these details.
- 3.2 A description of the role and responsibilities of a governor is enclosed in the pack. Currently there are five Board meetings held in the year (commencing at 6pm), with one half day strategic planning seminar held in June and a full day seminar held in October. Special Board meetings may be called if necessary. Committees meet less frequently but normally at least three times a year. Occasionally, governors are asked to serve on working groups and these are arranged on an *ad hoc* basis. Governors are also invited to attend training sessions and College functions.

### **4. SKILLS AND EXPERIENCE**

- 4.1 The criteria that generally apply to the selection of candidates are set out in the enclosed person specification but applicants should not be deterred from applying if they do not fulfil all of the criteria; enthusiasm, passion and commitment are highly valued.
- 4.2 The Board is keen to reflect the community it serves and would currently welcome applications from members of ethnic minority groups who have the skills that the Board is seeking.

### **5. OTHER INFORMATION FOR APPLICANTS**

- 5.1 Prospective applicants should be aware of the following in particular:
- Membership of the Board is not remunerated although governors may claim reasonable travelling and subsistence expenses properly incurred on College business
  - Governors are required to comply with the Code of Conduct approved by the Board and to declare their interests in the Register of Interests which is open to public inspection
  - The Board is a non-political body
  - Each governor is under a duty to act in the best interests of the College
  - Governors are required to undergo a Disclosure and Barring Service (DBS) check
- 5.2 All applications will be considered by the Chair of the Board and the Clerk to the Governors who will draw up a shortlist of applicants to be invited to meet the Governance & Search Committee. The Committee will subsequently make recommendations to the Board as to any appointments to be made.

5.3 If you are considering applying and would like to discuss the matter further before doing so, please feel free to contact Lesley Venables, the Clerk to the Governors on 07895177666 (LesleyVenables.governor@wmc.ac.uk). Formal applications should be submitted on the enclosed form to:

Lesley Venables  
Clerk to the Governors  
Wirral Met College  
Conway Park Campus  
Europa Boulevard  
Birkenhead  
Wirral  
CH41 4NT