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**Date of last review:**

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**Date of next review:**

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**Lead person**

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<b>1</b>	<b>Interpretation of the terms used in this Instrument and Articles of Government</b>	<b>2</b>
<b>2</b>	<b>Composition of the Corporation and determination of membership numbers</b>	<b>3</b>
<b>3</b>	<b>Appointment of members of the Corporation</b>	<b>3</b>
<b>4</b>	<b>Persons w</b>	



	<p>(a) a copy of the proposed resolution has been sent to every eligible member;</p> <p>(b) a simple majority of the members have signified agreement to the resolution, and</p> <p>(c) it is contained in a document authenticated by the Clerk which has been received at the address specified by the Corporation for the receipt of documents within the period of 28 days beginning with the circulation date.</p> <p>A resolution in writing may comprise several copies to which one or more members have signified their agreement.</p> <p>A written resolution will lapse if it is not passed before the end of the period of 28 days beginning with the circulation date.</p> <p>For the purposes of this clause, "circulation date" is the day on which copies of the written resolution are sent or submitted to members or, if copies are sent or submitted on different days, to the first of those days.</p>
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**21 The Corporation shall consist of:**

- 21.1 A minimum of five external members who appear to the Corporation to have the necessary skills to ensure that the Corporation carries out its functions and responsibilities;**
- 21.2 The Chief Executive of the Corporation;**
- 21.3 One staff member who is a member of the Corporation's staff and has a contract of employment with the Corporation, and who has been nominated and elected by the staff of the Corporation;**
- 21.4 At least one student member who is enrolled as a student at the Corporation and has been nominated and elected by their fellow students, or if the Corporation so decides, by the recognised body representing such students;**
- 21.5 A person who is not for the time being enrolled as a student at the institution, shall**

- 33 The appointing authority may decline to appoint a person as staff or student member if**
- 331 it is satisfied that the person has been removed from office as a member of a further education corporation in the previous ten years; or**
  - 332 the appointment of the person would contravene any rule or bye-law made under the Articles of Government concerning the number of terms of office which a person may serve; or**
  - 333 the person is ineligible to be a member of the Corporation because of clause 4**
- 34 Where the office of any member becomes vacant the appointing authority shall as soon as practicable take all necessary steps to appoint a new member to fill the vacancy.**
- 41 The Corporation will decide whether a person is eligible for nomination, election and appointment as a member of the Corporation**
- 42 No one under the age of 18 years may be a member, except as a student member:**
- 43 The Clerk may not be a member:**
- 44 A person who is a member of staff of the Corporation may not be, or continue as, a member, except as a staff member or in the capacity of Chief Executive of the Corporation**

suspended or not, for a period of more than two and a half years; or

**483** that person has at any time been convicted as set out in sub paragraph 481 and has received a sentence of imprisonment, whether suspended or not, of more than five years.

**49** Subject to paragraph 410, a person shall be disqualified from holding or from continuing to hold office as a member if that person is disqualified from holding the office of trustee



<b>1</b>	<b>The responsibilities of the Corporation</b>	
<b>2</b>	<b>The responsibilities of the Chief Executive</b>	
<b>3</b>	<b>The responsibilities of the Clerk</b>	

**4**





- 421** the consideration of the case for dismissal; and
- 422** the power to determine an appeal in connection with the dismissal, of the Principal, the Clerk or the holder of a senior post, other than to a committee of external members of the Corporation
- 43** The Corporation shall make rules specifying the way in which a committee having functions under clause 42 shall be established and conducted

economic, efficient and effective use of the Corporation's resources.

**101 The Corporation shall**

**101.1 keep proper accounts and proper records in relation to the accounts; and**

**101.2 prepare a statement of accounts for each financial year of the Corporation**

**102 The statements shall**

**102.1 give a true and fair account of the state of the Corporation's affairs at the end of the financial year and of its income and expenditure in the financial year; and**

**102.2 comply with any directions given by government funding agencies as to the**

**1. The Corporation shall**

**1.1.1 keep proper accounts and proper records in relation to the accounts; and**

**1.1.2 prepare a statement of accounts for each financial year of the Corporation**

**in**

**1.2.1 give a true and fair account of the state of the Corporation's affairs at the end of the financial year and of its income and expenditure in the financial year; and**