

## Nominations Committee

Reports to	Board of Trustees
Minutes	Transmitted to the Board
Frequency of meetings	3-4 meetings per annum

## Membership

Chair	Chair of the Board	Terence Jagger
Co-options	Additional specialist members (who maybe other Board members with the requisite skills) may be co-opted for one year, renewable for one additional year and exceptional (to a maximum of one co- opted member) for one further additional year.	
Members	The Vice-Chair of the Board 1 member of the Board of Trustees nominated by the Nominations Committee.	Martin Hitchin Yasmin Ali
In attendance, ex officio	The Chief Executive Officer	
Secretary	The Company Secretary	

## Quorum

The quorum necessary for the transaction of business shall be 2, both of whom must be independent non-executive directors.

## Terms of Reference

- 1) To keep under review the membership and profile of the Board of Trustees and undertake succession planning.

- 2) To seek out possible candidates as Trustees.
- 3) To nominate new Trustees for appointment to the Board.
- 4) To review the membership of committees and nominate to the Board the appointment of Trustees to committees.
- 5) To develop, oversee and monitor the implementation of the Trustee induction and training programme, and the appraisal of Trustees.
- 6) To have oversight of the Conflicts of Interest Policy for Trustees and Co-opted members
- 7) To have due regard to NMITE's equality and diversity policies.