



At the Council Chamber, Whitehall

THE 5th DAY OF MAY 2016

BY THE LORDS OF HER MAJESTY'S MOST HONOURABLE
PRIVY COUNCIL

In accordance with section 124A(3) of the Education Reform Act 1988(a) hereinafter referred to as "the Act"), the Privy Council by Order dated 27th September 1994 made an instrument of government for Writtle Agricultural College, being a higher education corporation with respect to which Schedule 7 to the Act has effect.

Section 124A(3)(b) of the Act provides that the Privy Council may by Order modify an instrument of government of any such higher education corporation.

Their Lordships, in exercise of the powers conferred on Them by section 124A(3)(b) of the Act, are pleased to modify the instrument of government in accordance with the provisions set out in the Schedule to this Order, and provide for a change of name to Writtle University College.

A handwritten signature in blue ink, appearing to be 'C. A. Smith', written over a horizontal line.

SCHEDULE

MODIFICATIONS TO THE INSTRUMENT OF GOVERNMENT REFERRED TO IN THE FORGOING ORDER

1 INTERPRETATION

1.1. In this Instrument, the following words and expressions shall have the meanings indicated in this paragraph:

- "the Act" means the Education Reform Act, 1988 as amended from time to time;
- "the Corporation" means the Writtle University College higher education corporation;

(a) 1988 c.40; section 124A was inserted by section 71 of the Further and Higher Education Act 1992 (c.13).

- “the Board of Governors” means the members of the Corporation;
- “the College” means Writtle University College conducted by the Corporation;
- “the Vice -Chancellor” means the Vice-Chancellor of the University College;
- “the Academic Board” means the Academic Board of the University College constituted in accordance with the Articles of Government;
- “the Chancellor” means the Chancellor of the University College;
- “the Instrument” means the Instrument of Government of the Corporation;
- “the Articles” means the Articles of Government in accordance with which the University College is conducted;
- “the Clerk” means the person appointed to the office of the Clerk to the Board of Governors under the Articles;
- “the Secretary of State” means the Secretary of State for Education; and
- “the appointing authority” means the Corporation unless otherwise specified.

1.2. References in this Instrument, in relation to the Board of Governors, to a variable category of members are references to any category of members in relation to which the number applicable in accordance with paragraph 3 below is subject to variation.

2. NAME OF THE CORPORATION

The Board of Governors may, by resolution, change the name of the Corporation, with the consent of the Privy Council.

3. MEMBERSHIP OF THE BOARD OF GOVERNORS

3.1. The Board of Governors shall consist of:

- 3.1.1. not less than twelve and not more than twenty-four members appointed in accordance with the following provisions; and
- 3.1.2. the Vice -Chancellor, unless he/she chooses not to be a member.

3.1.3. The Chancellor shall not be a member of the Board of Governors.

3.2. Of the appointed members:

3.2.1. up to thirteen shall be independent members;

3.2.2. up to two may be teachers at the University College nominated by the Academic Board;

3.2.3 up to two may be students of the University College nominated by the students, one of which will normally be the elected Students' Union President;

3.2.4. at least one and not more than nine shall be co-opted members nominated by the members of the Board of Governors who are not co-opted members.

3.3. Independent members shall be persons appearing to the appointing authority to have experience of, and to have shown capacity in, industrial, commercial or employment matters or the practice of any profession.

3.4. The co-opted member required by sub-paragraph 3.2.4. above shall be a person who has experience in the provision of education.

3.5. A person (other than a person appointed in pursuance of sub-paragraph 3.2.2. above) who is:

3.5.1. employed at the University College (whether or not as a teacher);

3.5.2. a full-time student at the University College; or

3.5.3. an elected member of any local authority,

is not eligible for appointment as a member of the Board of Governors otherwise than as a co-opted member.

3.6. For the purposes of this paragraph, a person who is not for the time being enrolled as a student at the University College shall be treated as such a student during any period when he/she has been granted leave of absence from the University College for the purposes of study or travel or for carrying out the duties of any office held by him in the Students' Union at the University College.

3.7. It shall be for the appointing authority to determine any question as to whether any person is qualified in accordance with the preceding provisions of this paragraph for appointment as a member of the Board of Governors of any description or category.

4. DETERMINATION OF MEMBERSHIP NUMBERS

- 4.1. The Board of Governors shall make a determination with respect to its membership numbers.
- 4.2. Such a determination shall fix the number of members of each variable category of which the Board of Governors is to consist, subject to the limits applicable in relation to that category in accordance with paragraph 3.2 above.
- 4.3. In making such a determination, the Board of Governors shall secure that at least half of all the members of the Board of Governors, when constituted in accordance with the determination, will be independent members.
- 4.4. Such a determination shall not have effect so as to terminate the appointment of any person who is a member of the Board of Governors at the time when it takes effect.
- 4.5. Such a determination may be varied by a subsequent determination.

5. APPOINTMENT OF MEMBERS OF THE BOARD OF GOVERNORS

- 5.1. Subject to the provisions of section 124C of the Act, no appointment of members of the Board of Governors may be made before the first determination of the membership in accordance with paragraph 4.1. above takes effect.
- 5.2. The Board of Governors is the appointing authority in relation to the appointment of any member of the Board of Governors other than an independent member.
- 5.3. Where an appointment of an additional independent member of the Board of Governors falls to be made in consequence of a determination in accordance with paragraph 4 above, the appointing authority in relation to the appointment -
 - 5.3.1. shall be the Board of Governors if the appointment is made within the period of three months beginning with the date of the determination; or
 - 5.3.2. if the appointment is not made within that period, shall be the current independent members of the Board of Governors.
- 5.4. Where a vacancy in the office of an independent member of the Board of Governors arises on any existing independent member ceasing to hold office on the expiry of his/her term of office -

- 5.4.1. his/her successor shall not be appointed more than six months before the expiry of that term; and
- 5.4.2. the appointing authority in relation to the appointment of his/her successor:
- 5.4.2.1. shall be the Board of Governors if the appointment is made not less than three months before the expiry of that term; or
- 5.4.2.2. if the appointment is not so made, shall be the current independent members of the Board of Governors.
- 5.5. Where a vacancy in the office of an independent member of the Board of Governors arises on the death of any such member or on any such member ceasing to hold office in accordance with the Instrument, the appointing authority in relation to the appointment of his/her successor -
- 5.5.1. shall be the Board of Governors if the appointment is made within the period of three months beginning with the date of death or the date on which the office becomes vacant (as the case may be); or
- 5.5.2. if the appointment is not made within that period, shall be the current independent members of the Board of Governors.
- 5.6. No appointment of an independent member of the Board of Governors by the Board of Governors in accordance with sub-paragraphs 5.3.1., 5.4.2.1., and 5.5.1. above shall be made unless the appointment has been approved by the current independent members of the Board of Governors.
- 5.7. If the number of independent members of the Board of Governors falls below the number needed in accordance with the Articles for a quorum, the Secretary of State is the appointing authority in relation to the appointment of such number of independent members as is required for a quorum.

6. TENURE OF OFFICE OF MEMBERS OF THE BOARD OF GOVERNORS

- 6.1. The Board of Governors shall determine the period of office of members in each of the variable categories set out in paragraph 3.2. above. Such members shall hold and vacate office in accordance with the terms of their appointment and shall, on ceasing to be a member on completion of their period of office, be eligible for reappointment.
- 6.2. A member of the Board of Governors may at any time by notice in writing to the Clerk resign his/her office, which will thereupon become vacant from the date of receipt of the notice or date of resignation specified therein whichever shall be the later.

6.3. If at any time the Board of Governors is satisfied that any member thereof:

6.3.1. has been absent from meetings of the Board of Governors for a period of twelve months without the permission of the Board of Governors; or

6.3.2. is unable or unfit to discharge the functions of a member,

the Board of Governors may by notice in writing to that member remove him/her from office; and thereupon the office shall become vacant.

6.4. Where a member of the Board of Governors appointed as an Academic Board nominee or a student nominee, or a member of staff or student appointed as a co-opted member of the Board of Governors, ceases before the end of his/her period of office to be a member of staff or a student of the University College as the case may be, his/her office shall thereupon become vacant.

7. OFFICERS

The Board of Governors shall appoint from among their members a Chair and any other officers which the Board may determine.

8. COMMITTEES

The Board of Governors may establish committees and permit such committees to include persons who are not members of the Board of Governors.

9. CHANCELLOR

9.1 The Board of Governors may appoint a Chancellor, upon nomination by the Vice-Chancellor and subject to the approval of the Board;

9.2 The Chancellor shall not be appointed as a member of the Board, either as an independent member or as a co-opted member;

9.3 The Board shall determine the period of office of the Chancellor. A person appointed as Chancellor shall hold and vacate office in accordance with the term of their appointment and shall, on completion of their period of office, be eligible for reappointment;

9.4 The title of Chancellor shall be an honorary title. The Chancellor shall act as the ceremonial head of the University College, presiding at official events of the University College, and as ambassador for the University College with an advocacy role representing and promoting the University College to the wider community;

9.5 A person appointed as Chancellor shall become eligible for appointment as a member of the Board upon ceasing to be Chancellor in accordance with paragraph 5 above;

9.6 If at any time the Board is satisfied that the person appointed as Chancellor is unable or unfit to discharge the functions of the Chancellor, it may remove that person from office at which point the role of Chancellor shall become vacant.

10. ALLOWANCES

The Board of Governors shall determine any allowances to be paid to members of the Board of Governors.

11. SEAL OF CORPORATION

11.1. The application of the Seal of the Corporation shall be authenticated by the signature of the Chair of the Board of Governors or some other member authorised generally or specially by the Board of Governors to act for that purpose together with that of any other member of the Board of Governors.

11.2. The Corporation Seal shall be held under secure arrangements by the Clerk.

12. COPIES OF INSTRUMENT OF GOVERNMENT

Copies of the Instrument of Government shall be provided to each member of the Board of Governors. Copies are also available for inspection by any student or member of staff upon request to the Clerk to the Board of Governors.