**Nomination Slip for the Appointment of 2 Staff Members - Sandwell College (including Central St Michael’s Sixth) – (1 role) and Cadbury College (1 role) to the Board of Governors**

This nomination slip, **together with an election statement**, must be received by the Returning Officer, Central Campus, jean.tracy@sandwell.ac.uk **,** by no later than 5pm on Tuesday 9 September 2025.

The nominee, proposer and seconder must all be from the relevant category of staff.

COLLEGE Sandwell inc CSM ( ) Cadbury ( ) (add an x)

FULL NAME OF NOMINEE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(PRINT NAME)

JOB TITLE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PROPOSER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(PRINT NAME)

JOB TITLE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature/Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SECONDER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(PRINT NAME)

JOB TITLE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature/Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I give my approval to the submission of this nomination, and declare that I have read the document entitled “Persons Ineligible to be Members of the Board of Governors” (attached at Appendix 1) and to the best of my knowledge and belief, I know of no reason why I may not be considered for appointment as a Staff Member on the Board of Governors.

I also declare that during the 10-year period immediately prior to the date upon which this appointment will take effect, I **have / have not**\* been removed from office as a member of a further education corporation. **\*delete as appropriate**

If you have been removed from office as a member of a further education corporation during the above period, please give brief details on the page below.

I agree to my photograph and nomination being used in a staff election if needed for this role.

I (NOMINEE PRINT NAME) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ give my consent to this nomination.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

400 word statement

Please set out in no more than 400 words a short statement that you would be happy to be used on an election ballot if a vote is needed:

1. What is your motivation to put yourself forward as a staff governor? (roughly 90-150 words)

A.

1. What skills, experience and contribution will you bring to the Board? (roughly 250 to 310 words)

B.

1. **Please include photograph (preferably head and shoulder) or we can use the staff badge photo if preferred**
2. **Details from question on removal from office if applicable:**

**Appendix 1 Persons Ineligible to be Members of the Board of Governors**

**Extract from the Instrument of Government (June 2025)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Persons who are ineligible to be members of the Board of Governors** | | | | |
|  |  |  |  |  |
| 8 | (1) |  |  | No one under the age of 18 years may be a member, except as a student member. |
|  |  |  |  |  |
|  | (2) |  |  | The Clerk may not be a member. |
|  |  |  |  |  |
|  | (3) |  |  | A person who is a member of staff of the institution may not be, or continue as, a member, except as a staff member or in the capacity of Principal & Chief Executive Officer |
|  |  |  |  |  |
|  | (4) |  |  | Paragraph (3) does not apply to a student who is employed by the Corporation in connection with the student’s role as an officer of a students’ union. |
|  |  |  |  |  |
|  | (5) |  |  | Subject to paragraphs (6) and (7), a person shall be disqualified from holding, or from continuing to hold, office as a member, if that person has been adjudged bankrupt or is the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order or a bankruptcy restrictions undertaking within the meaning of the Insolvency Act 1986, or if that person has made a composition or arrangement with creditors, including an individual voluntary arrangement. |
|  |  |  |  |  |
|  | (6) |  |  | Where a person is disqualified by reason of having been adjudged bankrupt or by reason of being the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order or a bankruptcy restrictions undertaking, that disqualification shall cease - |
|  |  |  |  |  |
|  |  | (a) |  | on that person’s discharge from bankruptcy, unless the bankruptcy order has before then been annulled; or |
|  |  |  |  |  |
|  |  | (b) |  | if the bankruptcy order is annulled, at the date of that annulment; or |
|  |  |  |  |  |
|  |  | (c) |  | if the bankruptcy restrictions order is rescinded as a result of an application under section 375 of the Insolvency Act 1986, on the date so ordered by the court; or |
|  |  |  |  |  |
|  |  | (d) |  | if the interim bankruptcy restrictions order is discharged by the court, on the date of that discharge; or |
|  |  |  |  |  |
|  |  | (e) |  | if the bankruptcy restrictions undertaking is annulled, at the date of that annulment. |
|  |  |  |  |  |
|  | (7) |  |  | Where a person is disqualified by reason of having made a composition or arrangement with creditors, including an individual voluntary arrangement, and then pays the debts in full, the disqualification shall cease on the date on which the payment is completed and in any other case it shall cease on the expiration of three years from the date on which the terms of the deed of composition, arrangement or individual voluntary arrangement are fulfilled. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  | (8) |  |  | Subject to paragraph (9), a person shall be disqualified from holding, or from continuing to hold, office as a member if - |
|  |  |  |  |  |
|  |  | (a) |  | within the previous five years that person has been convicted, whether in the United Kingdom or elsewhere, of any offence and has received a sentence of imprisonment, whether suspended or not, for a period of three months or more, without the option of a fine; or |
|  |  |  |  |  |
|  |  | (b) |  | within the previous twenty years that person has been convicted as set out in sub-paragraph (a) and has received a sentence of imprisonment, whether suspended or not, for a period of more than two and a half years; or |
|  |  |  |  |  |
|  |  | (c) |  | that person has at any time been convicted as set out in sub-paragraph (a) and has received a sentence of imprisonment, whether suspended or not, of more than five years or. |
|  |  |  |  |  |
|  |  | (d) |  | the Corporation has substantial grounds for believing that that person presents a significant risk to the safety, health or welfare of children or vulnerable adults. |
|  |  |  |  |  |
|  | (9) |  |  | For the purpose of this regulation there shall be disregarded any conviction by or before a court outside the United Kingdom for an offence in respect of conduct, which, it if had taken place in the United Kingdom, would not have constituted an offence under the law then in force anywhere in the United Kingdom. |
|  |  |  |  |  |
|  | (10) |  |  | Upon a member of the Corporation becoming disqualified from continuing to hold office under paragraphs (5) or (8), the member shall immediately give notice of that fact to the Clerk. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Reasons for automatic disqualification also now include:** | | | | |
|  |  |  |  |  |
|  | (1) |  |  | Unspent conviction for specified terrorism, money laundering or bribery offences |
|  | (2) |  |  | Unspent conviction for the offence of contravening a Charity Commission Order or Direction |
|  | (3) |  |  | Unspent conviction for offences of misconduct in public office, perjury, or perverting the course of justice |
|  | (4) |  |  | Unspent convictions for aiding attempting or abetting the above offences |
|  | (5) |  |  | Disobeying a Commission Order |
|  | (6) |  |  | Being on the sex offenders register |
|  | (7) |  |  | Unspent sanction for contempt of Court |
|  | (8) |  |  | Being a designated person (under specific anti-terrorist legislation) |