



BRITISH FENCING

BRITISH FENCING (BF) NOMINATIONS COMMITTEE

General statement

The Nominations Committee (NC) is a sub committee of the BF Board. Its role is to;-

- a) identify candidates for British Fencing posts and to make recommendations to the Board on appointments (specific examples of such posts are BF Chair, non-elected Directors, CEO, Standing Committee Chairs and FIE candidates);
- b) approve appointments of Committee Members, on the Board's behalf;
- c) make recommendations to the Board on policies and procedures to be adopted for any BF appointments;
- d) make recommendations to the Board for honours both public and within fencing;
- e) make decisions on the Board's behalf on the remuneration of the CEO and Chair and any other Board posts or appointments;
- f) on the Board's behalf advise the CEO as appropriate on staff pay and conditions policy;
- g) advise the Board on any policy matters relating to remuneration.

The NC Chair shall report formally to the Board on its proceedings after each Committee meeting.

The Committee shall review annually its terms of reference and its effectiveness and shall recommend to the Board any changes required as a result of such a review.

Composition and attendance at meetings

The Nominations Committee shall comprise the BF Chair and at least three BF Directors (appointed by the Board) and the Chief Executive.

The Chair of the Board shall chair the Committee except when it is dealing with his or her contract or remuneration or the appointment of a successor; in these circumstances, the Committee members present shall select a Director member to chair the Committee. The Committee shall operate with a quorum of three.

No person other than the members of the Committee is entitled to be present at meetings but non-members may be invited by the Committee to attend.

The membership of the Committee is -

Chair - BF Chair

Members - Janet Campbell, Alp Orge, Graham Paul and CEO.

Frequency of meetings

The Committee will meet when appropriate, usually on the day of Board Meetings.

Specific Responsibilities

- (a) Identifying, assessing and recommending to the Board candidates for appointment as Directors of the Company (including appointments as Chair, Chief Executive, Standing Committee Chairs), giving full consideration to succession planning and the leadership needs of the organisation.
- (b) Making recommendations to the Board as to the policy on the term of appointment of Directors.
- (c) Making recommendations to the Board on the composition of the Nominations Committee and the composition and chairmanship of the Audit Governance and Remuneration Committee.
- (d) Reviewing regularly the structure, size and composition of the Board (including the balance of skills, experience, independence and knowledge of the Directors) and making recommendations to the Board with regard to any changes.
- (e) Reviewing proposals for changes in responsibilities of Board members.
- (f) Making recommendations to the Board concerning any matter relating to the continuation in office of any Director at any time.
- (g) Making recommendations to the Board as to the appropriate processes for the appointment (or reappointment) of Board members and the CEO.
- (h) Reviewing at least annually succession planning both to the Board and at CEO level.
- (i) Assessing and approving Standing Committee member appointments.
- (j) Advising the Board on all processes and procedures relevant to appointments.
- (k) Advising the Board on Honours, both public and within the sport.
- (l) Deciding, on the Board's behalf, the remuneration of Board posts, inc. CEO and Chair.
- m) on the Board's behalf give the CEO any necessary advice on staff pay and conditions policy.
- n) advise the Board on any policy matters relating to remuneration.
