

STANDING COMMITTEE

Nominations

The Nominations Committee will report directly to Board.

Meeting Schedule: Two to three meetings per year

Composition:

Council Representative

BJA Chairman (or Deputy Chairman)

3 x Independent Board Directors, one of whom will be the Senior Independent Director

BJA CEO (in attendance)

The BJA Chair shall chair the Nominations Committee on all occasions other than the appointment of the BJA Chair if that Chair is standing for the appointment.

Main Aims

- To lead the process for Board, Council and Committee appointments
- To make recommendations to the Board for appointment of Board members

Terms of Reference

- To be responsible for identifying and nominating for the approval of the Board, candidates to fill Board vacancies as and when they arise.
- Before making all appointments, to evaluate the balance of skills, knowledge and experience and in the light of this evaluation, prepare a description of the role and capabilities required for a particular appointment.
- Give full consideration to succession planning in the course of its work, taking into account the challenges and opportunities facing the Association and what skills and expertise are therefore needed on the Board, Strategic Panels and Commissions in the future.
- Regularly review the structure, size and composition (including the skills, knowledge and experience) of the Board and Commissions and make recommendations to the Board with regard to any changes.
- Keep under review the leadership needs of the Association, both executive and non-executive with a view to ensuring the continued ability for the Association to operate effectively.
- Make a statement in the annual report about its activities; the process used for appointments and explain if external advice or open advertising has not been used; the membership of the committee, number of committee meetings and attendance over the course of the year.



- Ensure that on appointment to the Board, non-executive Directors receive a formal letter of appointment setting out clearly what is expected of them in terms of time commitment, committee service and involvement outside Board meetings.
- The Committee should make recommendations to the Board as regards:
 - Plans for succession for both executive and non-executive directors
 - The re-appointment of any non-executive director at the conclusion of their specified term of office
 - The re-election of any director under the retirement by rotation provisions in the Association's Articles of Association.
 - Any matters relating to the continuation in office of any director at any time.

'All Commissions will ensure that they will consider within their activities all issues relating to Equality, Inclusion and Diversity and that they meet the Association's strategic vision of becoming a 'World-Leading Judo Nation' that is inclusive, accessible and ethically driven'.