

**INDEPENDENT
ADVICE
POLICY**

2011

Procedure on Independent Professional Advice for Corporation Members

PURPOSE AND SCOPE

- 1.1 Corporation members shall have, within the financial limits set by the College Business Manager, the right to take advice from:
- the College's advisors; or
 - if necessary, at the Corporation's expense, independent advisers
- on any matters concerning the exercise of their powers, procedures, conduct of business and governance practice.
- 1.2 Such matters shall:
- include advice on their legal, accounting and regulatory duties, but
 - exclude advice to individual Corporation members concerning their own respective personal interests in relation to the Corporation.
- 2.1 Corporation members who intend to seek advice under this procedure shall give prior written notice to the Clerk to the Corporation and such notice must contain:
- a summary of issues on which advice is sought; and
 - if independent advice is sought (i.e. not from the College' advisors), the name(s) of the advisors whom the Corporation members propose to instruct together with a short explanation of the reasons why consultation with the College's advisors on the particular issue(s) is considered to be inappropriate.
- 2.2 The Clerk shall forward a copy of the notice given to the Chair of the Corporation and the Principal.
- 2.3 Wherever practicable, Corporation members shall first enquire of the Clerk, whether professional advice has already been obtained by the College, before giving notice.
- 3.1 The Clerk is hereby authorised by the Corporation to commission, at the Corporation's expense, professional advice under this procedure, provided that:
- the cost of such advice shall not exceed £3,000? on each and every occasion, or £15,000 in the aggregate in any financial year exclusive of Value Added Tax;
 - advice shall be commissioned by the Clerk on his or her own initiative after consultation with the Chair, or by the Clerk at the request of the Chair, or by the Clerk on receiving written notice from at least five Corporation members.

Approved by the Policy Committee
Approved by the Corporation

May 2011
June 2011

"This policy has been impact assessed to ensure it complies with all aspects of Equality and Diversity. Members are reassured that this policy is compliant with current equality legislation".

Policy Prepared by: Clerk

