

## **Governance and Effectiveness Committee - Terms of Reference**

### **Introduction**

- The role of the Governance and Effectiveness Committee is to consider improvements to the effectiveness of the Board of Governors of the Guildhall School.
- The Committee shall utilise guidance from appropriate sources, including *Office for Students* and *Advance HE* in undertaking its work, and the *CUC Higher Education Code of Governance*.
- The Committee shall report its findings and recommendations to the Board of Governors.

### **Membership**

- The Membership shall include the Chairman and Deputy Chairman of the Board of Governors, the Chairman of the Audit & Risk Management Committee, the Principal of the Guildhall School and other Members of the Board of Governors.
- The Chair of the Committee shall normally be a co-opted governor.
- The quorum consists of three Members.

### **Attendance at meetings**

- A representative of the Town Clerk shall attend meetings.

### **Frequency of meetings**

- Full reviews shall be held every three years.
- The committee shall determine the frequency of its meetings.

### **Authority**

- The Committee does not have power to act, it will report its findings and recommendations to the Board of Governors for approval.

### **Duties**

- The duties of the Committee shall be:

- a. To undertake a formal and rigorous evaluation of the effectiveness of the Board of Governors of the Guildhall School and its committees, in line with guidance from Office for Students and Advance HE.
- b. To report and make recommendations to the Board.
- c. To consider the success of the Board of Governors in meeting long term strategic objectives and Key Performance Indicators.
- d. To facilitate the benchmarking of the performance of the Guildhall School against other comparable Higher Education Institutions.
- e. To monitor progress of the implementation of the recommendations of efficiency reviews.
- f. To consider other matters referred to it by Board