



## **TERMS OF REFERENCE TASK AND FINISH GROUP**

### **CONSTITUTION**

The Committee reports to the Corporation

### **MEMBERSHIP**

The Chair, Vice-Chair, Principal and at least 2 other Governors. It may also include co-opted members with appropriate expertise.

### **QUORUM**

The quorum is four members.

### **ATTENDANCE**

Clerk to the Corporation

### **PURPOSE**

1. To review the Governance Structure and make recommendations to Corporation.
2. To consider other aspects of Governance.

### **FREQUENCY**

The Committee to meet as required

### **AUTHORITY**

The Committee has specific authority as delegated by the Corporation from time to time.

### **REPORTING**

Action notes will be taken of all meetings and will be presented to the next meeting of the Corporation.

Corporation Approval July 2017

Review: Annual