



## **Terms of Reference for Committees**

March 2024



1. Each formal committee of College, defined as those reporting to the Governing Body, Trustee Board or the SMT and having an open-ended duration or time limited duration of greater than one year shall have a set of Terms of Reference agreed before the second meeting of that committee by the Trustee Board.
2. For all such committees the Terms of Reference must include a provision that the Chair and Vice-Chair of the Trustee Board have a standing invitation to attend any meeting and to receive all meeting papers.
3. The quorum for all College committees, unless otherwise stated within their Terms of Reference, is one third or four of the Committee Membership, whichever is the larger.