**UNIVERSITY OF EXETER**

**Dual Assurance Terms of Reference**

The University’s is governed by the University Council, assisted by a number of sub-committees. To assist the governance process a mechanism known as Dual Assurance provides a forum to focus on each area of the University’s business. As its name suggests, this model involves two people. The first of these is a member of the University Executive Board, who takes responsibility for the management and development of policy in a particular area of business. The second member of the Dual Assurance partnership is an Independent Member of Council, knowledgeable in the same area, who provides assurance to Council that this activity is well-managed and that decisions taken by the University in the relevant area have been reached following due process and appropriate consultation.

Dual Assurance has no delegated or decision making authority. The University’s delegation framework can be found [here](https://www.exeter.ac.uk/about/governance/governed/docs/).

**Dual Assurance Terms of Reference**

1. To review all major items of business in the area submitted for Council’s consideration, providing Council with further enhanced lay member scrutiny
2. To provide a senior external perspective to the particular area of University business covered by the Dual Assurance, providing support, guidance and challenge to the Executive lead.
3. To consider principle risks to the area of business, and responsibilities and opportunities for continual improvement in the performance of the University.
4. To provide minutes from Dual Assurance meetings for wider circulation to Council for information and verbal updates to Council as and when needed.
5. To monitor the relevant Key Performance Indicators.
6. To meet once a term.