

It is good practice for the governing body to review its performance on an annual basis. This review should be led by the Chair, who should solicit the views of other governors. This template provides a format for the Chair to gather those views.

Questionnaire for Governors

NOTE BY THE CHAIR

The purpose of this review is to allow you to assess the contribution you have made to the work of the governing body in the last year, and make suggestions as to how you consider the work of the Board may be made more effective in the year ahead. What you say will be **in confidence** to me as Chairman and to others responsible for the operation of the annual review process. No further attributed use of the form will be made without your agreement.

Chair's Signature: _____

- 1 In what respect do you consider that the Board of Governors and/or you might have functioned or contributed more effectively in the last 12 months? How does this compare to the guidance provided in the Good Practice Guide for Governing Bodies?
- 2 Have there been any occasions when exceptions to the institution's governance guidelines were made – if so, how many, and what impact this have on the work of the governing body and the institution?
- 3 Have you any suggestions as to how the Board of Governors and/or you might contribute differently to the work of the Board in the next 12 months?

4 Have you any suggestions on the way we could improve the corporate governance of the institution?

5 I would particularly appreciate any suggestions you might have on ways in which I, and my successors might improve the contribution of the Chair.

6 Have you any other comments you would wish to make?

Governor's Signature: _____

Chair's Remarks

This section would normally include a brief summary of any discussion held with each governor about the above comments. It is expected that such discussions will be held with all Co-opted governors and those who Chair Committees.

Signed (Chair): _____

Date: _____