

## GOV3

### Appoint and oversee Governing Body



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#### Overview

This standard is about the Governing Body appointing, determining the remuneration and monitoring the performance of Governing Body appointees (this includes the Governing Body and any post appointed by them including the executive team and the committees)

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### Performance criteria

*You must be able to:*

- P1 Ratify the appointment of posts reporting to the Governing Body
- P2 Agree, establish and maintain a remuneration system for Governing Body appointees
- P3 Establish succession plans for Governing Body appointees
- P4 Establish procedures to monitor, review and evaluate the performance of Governing Body appointees
- P5 Take decisions based on the outcomes of performance monitoring
- P6 Oversee implementation of decisions taken relating to Governing Body appointees
- P7 Obtain input from specialists where appropriate

## GOV3

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#### Knowledge and understanding

*You need to know and understand:*

- K1 The responsibilities of Governing Body members associated with the appointment of posts that report to the Governing Body
- K2 Current best practice in recruitment and selection of Governing Body appointees as appropriate
- K3 Methods of remuneration systems and their appropriate use
- K4 The importance of succession planning
- K5 Methods of performance evaluation
- K6 The range of potential decisions that might be made as a result of performance monitoring and how to ensure that these are implemented in line with organisational policies and procedures
- K7 When the use of specialist input is appropriate

## GOV3

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[Links to other NOS](#) CS1, CS3, CS4

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**Originating organisation** CfA Business Skills @ Work

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**Original URN** GOV3

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**Relevant occupations** 1000 Managers and Senior Officials  
1112 Directors and chief executives of major organisations,  
1114 Senior officials of special interest organisations  
1131 Finance Managers and Chartered Secretaries  
1135 Personnel, training and industrial relations managers  
2000 Professional Occupations  
2421 Chartered and certified accountants  
2422 Management accountants  
4000 Administrative and Secretarial Occupations  
4214 Company Secretaries

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**Suite** Governance

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**Key words** Governing Body, Governing Body appointees, decision making, Governance best practice, succession planning, performance evaluation