

Terms of Reference and Membership of the International Inequalities Institute Advisory Board

Main Purpose

To provide the International Inequalities Institute (III) at the London School of Economics and Political Science (LSE), its Steering Committee, and its Executive Team with an external perspective, support, and advice on the work of the unit. The Advisory Board will advise the leadership of the III on matters of strategy and policy, and provide a forum for the views and perspectives of members external to the School.

Role of the Board

To this end, the Board will:

Strategic and Policy Development

- a. Advise on the general strategy of the Institute;
- b. Advise on actions to be taken to advance the strategy and policies of the Institute, including on enhancing the performance of areas identified as making insufficient progress or where future difficulties are anticipated; on new areas of research; and on new collaborative opportunities;
- c. Advise and assist on fundraising as appropriate;¹
- d. Advise on issues referred to the Board by the Steering Committee or by the Director of the Institute;
- e. Advise the Institute on its engagement and impact on policy and society, and on how to enhance it;
- f. Advise more widely as appropriate on any issues within the scope of the Board's Terms of Reference, for example as part of a review process or at times of transition in the unit.

External Support and Perspective

- g. Act as ambassadors on behalf of the Institute, as appropriate;
- h. Act as a critical friend in relation to the overall shape, academic direction and relevance to policy and practice of the Institute;
- i. Advise on the development of educational activities by the Institute, where relevant;
- j. Advise on trends in their fields and practices elsewhere.

Reporting and Accountability

¹ All fundraising activities should be coordinated through Philanthropy and Global Engagement (PAGE).

- k. To comment on the unit's draft annual report, where relevant.

Obligations of the Advisory Board and Members

The Board will operate in line with the School's Articles of Association, other relevant governing documents, the School's Ethics Code and other relevant policies and procedures. The Board and its members will adhere to [the seven Principles of Public Life](#) (the Nolan Principles).

The Board is advisory in nature and has no direct administrative or HR responsibilities over the Institute.² The Board will therefore not be involved in decision-making for appointments to Chairs or other faculty or activities carried out on an informal basis such as individual research programmes.

Membership

The Board will have eleven members, as follows:

- i. Ex-officio: The Vice-President and Pro Vice-Chancellor for Research of the LSE; the Director of the Institute; the Executive Director of the Atlantic Fellows for Social and Economic Equity (AFSEE) Programme; and the Institute Manager.
- ii. Seven members external to the LSE.

External members will be appointed for a term of three years, renewable for a further term of three years and exceptionally a second further term of three years. Members should not normally serve beyond nine years.

To support academic freedom, any government officials on the Board will act in a personal capacity only.

Members of the Board, including the Chair, may be dismissed if they fail to follow the obligations of members, the School's policies and procedures or otherwise fail to respect the principles of academic freedom.

Chair

The Board will be chaired pro-bono by a member external to the School for a three-year term, renewable once.

Meetings

The Board will meet twice per year, in a hybrid (in-person and online) format. The quorum consists of six members, with at least four external members present. The Institute Director must be present for the meeting to be quorate.

² This includes respecting the freedom of the Institute to utilise funding for purposes it sees fit, within the terms of any funding agreement.

Secretarial support for meetings will be provided by the Executive Assistant to the Director of the Institute.

Conflicts of Interest

Members must act in accordance with the School's Conflict of Interests Policy.

Members should declare any interests relevant to agenda items at the start of a meeting and/or during discussion (including where there is potential for a perceived conflict of interest). Where there is a conflict of interest the member will take no part in the consideration of the relevant item and shall withdraw from the discussion. If necessary, the Chair will determine whether there is a conflict of interest.

Approval and Review

These terms of reference were approved by the Board on [inset date of approval] and will be reviewed at least every three years.

These Terms of Reference may only be amended by mutual agreement between the Board and the School Secretary.