FINANCE AND RESOURCES COMMITTEE

CONSITITUTION AND TERMS OF REFERENCE – 2022/23

Composition:

Eight (8) members - Being members of the Governing Body, or other persons, as decided by the Governing Body on the basis of recommendations from the Chairs Committee.

Membership -

Mr Clive Stevens (Chair)

Mrs Judith Harding
Revd Robert Stevenson
Vice-Chancellor
Student Governor
[Vacancy]

Quorum:

Three (3) members - Two (2) of whom shall be Independent Governors

Reporting Relationships:

Reports to the Governing Body

Secretary:

Clerk to the Governing Body

In attendance by invitation:

Chair of the Governing Body
Deputy Vice-Chancellor
Director of Finance & Chief Financial Officer
Assistant Director of Finance: Financial Accounting
Director of Digital Strategy and IT
Director of Estates and Facilities
Director of Human Resources and Organisational Development
Minute taker

Version: November 2022

Approved by: Finance and Resources Committee

Frequency of meetings:

Normally three (3) times per annum

Terms of Reference

To be responsible for advising the Governing Body with regard to:

General

1.1) the financial affairs of the University in accordance with all statutory requirements, the provisions of the Articles of Government, and the requirements of OfS;

1.2) the strategic management of the University's land and buildings to include consideration, approval and review of the Estates and Accommodation Strategies which identify the property and space requirements needed to fulfil the objectives of the University's Strategic Plan;

1.3) any major building developments, acquisitions, and disposal of land and premises (both Academic and Residential);

1.4) the economic, efficient and effective use of all physical resources (e.g. Energy Management);

1.5) the care and maintenance of land and buildings including oversight of a planned programme of work, scheme of long term maintenance and conditions appraisals;

1.6) the consideration and recommendation of the information and communications technology (ICT) strategy;

1.7) monitoring, measuring and evaluating the outcomes of major ICT implementation;

1.8) strategic oversight of the actions taken by the Vice-Chancellor relating to Human Resources within his delegated responsibility under the Articles of Government for managing the University;

1.9) strategic oversight of the People Strategy and to receive assurance that the University is tracking and delivering the actions outlined therein;

1.10) the annual accounts of the student body (Students' Union), and financial procedures underpinning these;

1.11) the monitoring and oversight of the University's subsidiaries including reporting appropriate information to the Governing Body (when required).

Specific

2.1) the consideration of the University's consolidated Financial Statements;

2.2) the financial planning of the University, including the consideration of annual estimates of income and expenditure and, the periodic review of reports on performance against approved budgets and plans;

2.3) the approval of financial regulations, policies and procedures;

2.4) monitoring delivery, considering detailed business cases and proposing funding options in relation to Master Planning;

2.5) governance oversight of the environmental sustainability agenda;

2.6) reviewing its own effectiveness and performance annually on a 'light touch' basis and formally every three years;

2.7) annual review of terms of reference and work plan.

Note:

In order to fulfil its remit, it is important that the Finance and Resources Committee should be given sufficient information concerning matters relevant to it.

A Sear
Clerk to the Governing Body