

RESOURCES COMMITTEE

TERMS OF REFERENCE

1. Constitution

The Governing Body has established a committee known as the Resources Committee.

2. Membership

The committee comprises at least four Independent Governors, the Chair of the Board and the Vice-Chancellor. The Deputy Vice-Chancellor and Director of Finance are officers in attendance without voting rights. Other officers of the University may attend as required. Other Governors, including Staff and Student Governors, and the General Manager of the Students' Union, may attend and comment as observers without voting rights.

3. Frequency of meetings

Meetings will be held at least three times each financial year but may be more frequent as the volume or urgency of business dictates.

4. Quorum

The quorum for the committee shall be four members.

5. Authority

5.1 The committee is authorized to consider matters concerning the effective and efficient use of resources, the sustainability and solvency of the University and the safeguarding of its assets and to make recommendations to the Board of Governors.

5.2 The committee is authorized to consider and approve policies and procedures relating to financial management, health and safety and human resource matters as detailed in the University's Scheme of Delegation and any other matters that may be remitted to it by the Board of Governors.

6. Responsibilities

The responsibilities of the Committee will include:

.01 Advising the Board on the University's strategies for finance and resource management;

- .02 Agreeing budget requirements, giving detailed consideration to and approving the annual budget, including cash flow and capital and revenue expenditure above £500,000 for recommendation to the Board;
- .03 Scrutinising and recommending the statutory reports and accounts of the University to the Board in conjunction with the Audit Committee;
- .04 Ensuring that funds from OfS and all other sources (including donations and bequests) are used in accordance with the financial memorandum, their agreed purpose and the policies of the Board;
- .05 Ensuring that financial planning, budgetary control and all other management controls are effective and sufficient to safeguard public and other funds, together with the long-term wellbeing of the University;
- .06 Monitoring the effective management of all estates matters, including capital projects, and ensuring proper consideration is given to property development and maintenance. Recommending the Estates Strategy;
- .07 Monitoring and advising on investments, loans, insurance and banking arrangements and any trading activities including the establishment and dissolution of University companies;
- .08 Approving financial management policies and receiving reports on their operation;
- .09 Overseeing the University's Health and Safety arrangements through receipt of regular reports;
- .10 Considering and recommending the Human Resources Strategy to the Board and approving human resources policies as they affect the terms and conditions of service for staff other than senior postholders and receiving reports on their operation;
- .11 Approving trades union recognition agreements and considering collective disputes procedures and negotiation and consultative procedures for recommendation to the Board;
- .12 Receiving and commenting on Students' Union accounts and reports and approving the formula used to derive the Students' Union block grant;
- .13 Considering such other resourcing matters as may be remitted by the Board to the committee.

7. Reporting Procedures

The minutes of the meetings of the Committee will be made available to all members of the Board.

8. Clerking Arrangements

The Clerk to the Resources Committee will be the Clerk to the Board.