
TERMS OF REFERENCE OF THE RESOURCES COMMITTEE

Constitution

1. The Board of Governors has established a committee of the Board of Governors known as the Resources Committee.

Membership

2. The membership of the Resources Committee comprises *five* Governors.
3. No member of the Committee may also be a member of the *Audit Committee*, unless specifically authorised by the Higher Education Funding Council for England (HEFCE).
4. At least three members should be present for a meeting to be quorate.
5. The Chairman of the *Audit Committee* shall have a standing invitation to attend meetings of the Resources Committee as an observer. The Chairman of Resources will similarly be invited to attend meetings of the *Audit Committee* as an observer.

Frequency of Meetings

6. Meetings of the Committee shall normally be held four times each year but subject to volume of business.

Authority

7. The Committee is authorised 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 its Board of Governors.
8. The Committee is authorised to consider, and make recommendations to the Board regarding Treasury Management and other financial policies having due regard to the management of risk and sustainability.
9. The Committee is authorised to determine or advise on such matters relating to finance as the Board of Governors may remit to the Committee.

Duties

The duties of the Committee shall be:

10. Consider the proposed budget, the five year forecast, and the detailed review of the annual Financial Statements and make recommendations to the Board of Governors.
 11. Approve the purchase of all individual items with a value of between £500,000 and £3,000,000 within the framework of the budget approved by the Board of Governors, and monitor the progress of these items and projects.
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12. To consider and recommend to the Board the setting and generating of charges including establishing any exemptions to the general principle of full economic costing.
 13. Approve the sale of all capital items, except those with a freehold interest with an estimated value of over £500,000 - items below this sum to be determined by the University's Vice- Chancellor - and, in consultation with the Director, Estates & Facilities Service and the Chief Financial & Operating Officer to agree the purchase, leasing, sale or disposal of land or other buildings.
 14. Approve the sale or disposal of all capital items with a freehold interest with an estimated value of over £250,000.
 15. Advise the University's Vice-Chancellor on the development of business plans for the University and its units.

While taking into consideration appropriate external advice, legislation, good practice, and market-related information:

16. Advise the Board of Governors on employment policy and employment matters and determine such employment matters as the Board of Governors may remit to Committee.
17. Approve a framework for the pay and conditions of staff other than senior post-holders and receive an annual report on salary costs.
18. To review the quality and adequacy of the University's human resources provision in relation to the Strategic Plan and review and propose human resources policies for recommendation to the Board.
19. Advise the Board of Governors on estates matters, including the University's Estates Strategy, and determine such estates matters as the Board of Governors may remit to the Committee.
20. Review the quality and adequacy of the University's estate and maintenance provision in relation to the Strategic Plan and consider and take account of those environmental issues as having a bearing on the University's estates and related operations and to advise the Board of any action to be taken.
21. Advise the Board of Governors on information resources matters and determine such information resources matters as the Board of Governors may remit to the Committee.
22. Consider, on behalf of the Board of Governors, such other matter as may be referred to the Committee.

Committee Clerk

23. The Clerk to the Resources Committee shall be the Clerk to Governors.
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