

Board Regulation 1.3

FINANCE COMMITTEE

TERMS OF REFERENCE

Purpose

On behalf of, and reporting to, the Board, the Committee

- Oversees the financial arrangements of the University to ensure its long term sustainability
- Recommends to the Board the Financial Plan submission to the OFS and the University annual budget.
- Recommends to the Board any new financial commitments the University enters into.

1.0 Membership

Minimum of three members of the Board, excluding students or members of the Audit Committee, plus the Chair of the Board and the Vice-Chancellor.

The Board may also, at its option, co-opt to the Finance Committee one person, who shall not be a voting member of the Finance Committee.

The Chair of the Committee shall not be a member of the Audit & Risk Assurance Committee. Members can be Audit & Risk Assurance Committee members by exception subject to approval by the Board of Governors. Occasional attendance by Finance Committee member at the Audit & Risk Assurance Committee as an observer is encouraged (as is attendance by members of the Audit & Risk Assurance Committee on a similarly occasional basis).

2.0 Quorum

Two, of whom at least two shall not be ex-officio members and cannot be made up of co-opted members.

3.0 Clerk

University Secretary

4.0 Normally in Attendance

Chief Operating Officer
Minuting Secretary

5.0 By Invitation

Director of Finance
Executive Director for Students

6.0 Frequency of Meetings

The Committee normally meets four times per annum.

The meetings are usually held in February, April/May, June and November.

7.0 Terms of Reference

1. To advise and make recommendations to the Board on the University's Annual Budgets and Financial Forecast, ensuring that the plans reflect the University's Strategic and Operational plans.
2. To keep under review and recommend changes to the financial strategy and policy of the University as agreed by the Board; to receive and consider reports and key performance indicators relating to the financial policy and strategy, and to make recommendations to the Board.
3. To receive and consider monthly financial reports at University level and to make recommendations to the Board where appropriate.
4. To make recommendations to the Board regarding the University's capital plan and the overall financing of the plan. To approve projects within the overall plan of up to £10M with the appropriate business case. To advise the Board and/or Vice-Chancellor on the finance aspects of material capital developments over this threshold.
5. To assess and discuss any proposal for the University to borrow money or to mortgage, lease or charge all or any part of its property, and such proposals to be recommended to the Board for approval.
6. To oversee borrowing policies, compliance with banking covenants and ensuring compliance with the OFS terms and conditions of funding.
7. To approve and keep under review the Treasury management policy; to receive and consider Treasury management reports, and to scrutinise the University's investments and the returns thereon.
8. To approve the classification of debts as irrecoverable; to receive and consider reports on outstanding student debt.
9. To oversee the creation, dissolution or sale of University subsidiary companies.
10. To oversee the University's strategy and performance for income generation and diversification, advising the Board appropriately.
11. To annually oversee the risk related performance of the University's spin-out/joint venture companies.
12. To have oversight and seek assurance regarding the management of financial key performance indicators and strategic risks including those on the University's Strategic Risk Register.

Reviewed February 2024