

FINANCE AND GENERAL PURPOSES COMMITTEE

*(Approved by the Board on 8 December 1999 and revised 6 December 2000
& 19 July 2006)*

Constitution

1. The membership of the Committee shall be the Chairman, the Principal, and four other eligible members. Ineligible governors are the staff and student governors and those governors appointed to serve on the Audit Committee.
2. At the first meeting of the Committee in each academic year, the Committee shall appoint a Chairman from amongst its members.
3. The Committee shall be quorate when at least three members are in attendance.
4. The Committee shall meet at least once in each academic term. Ad hoc meetings may be called as necessary in agreement with the Chairman of the Committee.
5. Decisions to be made at meetings of the Committee shall be determined by a majority of the votes of members present and voting. Where there is an equal division of votes, the Chairman of the Committee shall have a second or casting vote.
6. The Committee may invite the Corporation's advisers or other persons to attend meetings of the Committee as appropriate (such persons shall not have a vote but shall be entitled to speak at the meeting).
7. If requested by the Committee, the Director of Finance will attend meetings of the Committee.
8. If requested by the Committee, when dealing with human resource issues, the Director of Personnel will attend meetings of the Committee.

Terms of Reference

The terms of reference of the Committee shall be:

- 1 To consider and advise the Board of Governors on any matter relating to College policy and strategy, including:
 - financial matters including investment and borrowing
 - land, buildings and estates including the accommodation strategy
 - human resources
 - strategic partnerships affecting global resources

2. To consider, at each meeting, a report on the revenue finances of the College and to take any action in connection therewith except the approval of annual estimates of income and expenditure
3. To consider proposals for major capital expenditure and to make recommendations thereon to the Board
4. To consider and determine or, if they so choose, to advise the Board on any course of action regarding the College in any respect except
 - any matter referred to under Article 3(1) of the Articles of Government of the College (See Section 5)
 - any matters relating to the discipline of individual members of staff or students
 - any matters delegated to another committee of the Board
5. To deal with any matters specifically referred by the Board

The Corporation shall not, however, delegate the following -

- (a) the determination of the educational character and mission of the institution;
- (b) the approval of the annual estimates of income and expenditure;
- (c) ensuring the solvency of the institution and the Corporation and the safeguarding of their assets;
- (d) the appointment or dismissal of the Principal;
- (e) the appointment or dismissal of the Clerk to the Corporation; and
- (f) the modification or revocation of these Articles.

Reporting Procedures

1. The Clerk to the Corporation shall act as Clerk to the Committee. The Clerk to the Corporation shall circulate minutes of the meeting of the Committee to all Committee members.
2. At each meeting the minutes of the last meeting shall be taken as an agenda item, and if agreed to be accurate, signed as a true record.
3. The Committee shall provide a report of its work to the Corporation at each meeting of the Corporation. This report to consist of signed minutes of previous meetings and all recommendations put forward by the Committee for consideration by the Corporation.
4. A folder of agenda, reports and minutes will be held in the office of the Principal's Secretary and made available during normal office hours at the College to any person wishing to inspect them.