

HARPER ADAMS UNIVERSITY
Finance & General Purposes Committee

Terms of Reference

Constitution

1. The Board of Governors has established a committee of the Board of Governors known as the Finance and General Purposes Committee.

Membership

2. The Committee shall be appointed by the Board of Governors from among its own members other than staff or student governors. The Committee shall consist of not less than 5 and not more than 9 members including the Vice-Chancellor, the Chair and the Vice Chairs of the Board of Governors. One of the Vice-Chairs of the Board of Governors will normally chair the Finance & General Purposes Committee.

Authority

3. The Committee is authorised by the Board of Governors to determine, on behalf of the Board or, where necessary advise the Board on matters relating to finance and financial procedures.
3. The Committee may seek, from other University committees, information necessary for the proper performance of its duties.
5. The Committee is not empowered to approve annual estimates of income and expenditure or the annual financial accounts because these matters are the responsibility of the Board of Governors. The committee must, however, ensure that these matters are adequately monitored and that the information provided to the Board is accurate and complete.

Duties

6. The duties of the Finance and General Purposes Committee shall be:
 - a) to ensure that annual estimates of income and expenditure and annual financial accounts are prepared for approval by the Board of Governors
 - b) to ensure that financial performance against annual estimates of income and expenditure are adequately monitored on behalf of the Board of Governors,21(h)56(e)6(l1(o)6(v)

- h) to consider reports on the work of subsidiary companies of the University Group, and take decisions on matters relating to subsidiary companies that fall within the remit of the Committee, reporting on such matters to the Board as appropriate

Attendance at meetings

- 7. The University Director of Finance will normally attend meetings

Frequency of meetings

- 8.