

Board of Management

Finance and Physical Resources Committee

Date of Meeting	2 October 2019
Paper No.	FPRC1-B
Agenda Item	3.2
Subject of Paper	Committee Schedule of Work 2019-20
FOISA Status	Disclosable
Primary Contact	P Clark, College Secretary.
Date of production	25 September 2019
Action	For Approval

1. Recommendations

1. To review the Committee Terms of Reference, and recommend for Board approval subject to any proposed changes.

2. Purpose of report

To provide the Committee with an opportunity to review the Committee Terms of Reference.

3. Context

- 3.1** It is a matter of good governance for all Board Committees to review their Terms of Reference (ToRs) on a regular basis.
- 3.2** The Board of Management, at its meeting in June 2019, approved the Board Committee's Terms of Reference.
- 3.3** It is appropriate, given the significant number of new Board/Committee members, to highlight and review Committee ToRs at this stage.

4. Impact and implications

- 4.1** Regular review of Committee Terms of Reference will ensure that this important aspect of governance is appropriate to the delegated responsibilities of Committees, and reflects Board and Board Committee practice.
- 4.2** The Terms of Reference require updating to reflect recommendations within CDN training, including explicit reference to the Code of Good Governance.
- 4.3** The amendments as drafted ensure full compliance with the Code of Good Governance.

Appendix:

Current Committee Terms of Reference

CITY OF GLASGOW COLLEGE
Finance & Physical Resources Committee of the Board of Management

Terms of Reference

1. To carry out the Board of Management's constitutional delegation in financial matters, and in all matters relating to the College's estate, property and facilities, including ensuring the discharge of the Board's responsibilities for land and assets transferred to and vested in it.
2. To carry out the oversight duties assigned to the Committee in the Financial Regulations ensuring, on an annual basis, that these are fully compliant with the Financial Memorandum.
3. To provide advice to the Board of Management on all significant matters related to the College's finances, estate, property and facilities.
4. To review, approve and monitor the implementation of the College's financial and estates strategies and associated plans, and to submit appropriate reports and recommendations to the Board on these strategies and plans.
5. To receive and approve the annual budget and final accounts for recommendation to the Board.
6. To receive and approve applications to the College and Sector Foundations.
7. To receive and consider advice from advisory committees on major items of capital expenditure.
8. To receive and discuss health and safety reports of the College's operation where these relate to the estate and facilities, and to report on these to the Board of Management.
9. To receive and discuss College procurement reports
10. To consider as necessary any relevant matters requiring attention which are not included in the terms of reference of other Committees of the Board.

Approved_June 2019