



Terms of Reference for Finance and Investment Committee

March 2024



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Chair: Principal

Secretary: College Accountant

Membership: Principal, Bursar, One Trustee, Two Fellows, Senior Tutor, Director of Estates, Head of Alumni Relations and Development, Financial Controller, College Accountant, CR Treasurer and 1 additional CR Exec Member.

Ex Officio: Chair and Vice-Chair of the Trustee Board

This Committee shall meet up to once per term, typically in 6th Week. Meeting papers will be circulated at least one week in advance of the meeting. An extraordinary meeting may be called by the Principal or the Bursar giving a similar one week of notice

The Committee is responsible for:

- Reviewing the Management Accounts, budgets and cashflow of the College and reporting to the Trustees as appropriate, via the SMT
- Reviewing the Annual Report and Accounts on behalf of the SMT, making recommendations to the SMT for escalation to the Trustees
- Deciding on behalf of the Trustees the level of rents charged for student rooms
- Deciding on behalf of the Trustees the rates at which miscellaneous fee levels shall be set (e.g. continuation charges)
- Giving initial scrutiny on behalf of the Trustees to the business plan and budget for major capital works
- Approving on behalf of the Trustees significant changes to major financial policies – e.g. Treasury Management Policy
- Giving detailed scrutiny to the College Financial, Communications and Development Risk Registers on behalf of the Governance, Risk and Audit Committee
- Undertaking any detailed financial scrutiny of the College on behalf of the Trustees, for example agreeing any response to Conference of Colleges consultations regarding the Collegiate Funding Formula or Joint Resource Allocation Model.

The Chair of Trustees and their Deputy will be copied to all meeting papers and may attend and contribute to any meeting of the Committee by right. The Committee may seek to afforce its membership for any specific meeting where a topic is discussed that requires relevant professional or other expertise.