

### **Membership**

The Resources Committee shall comprise of up to five members, up to two of whom may be co-opted members.

### **Frequency of Meetings and Quorum**

Two independent governors must be in attendance for the meeting to be quorate

The Resources Committee will usually meet at least once a term.

### **Attendance**

The Chief Operating Officer, Clerk and Governance Officer will normally attend the meetings. The Chief Financial Officer may attend when appropriate. Others may attend the meeting at the invitation of the Chair.

### **Terms of Reference**

#### Human Resources and Staff Development

- a) To review and make recommendations to the Corporation on the framework for the pay and conditions of service for staff, other than designated senior postholders.
- b) To review the Corporation's human resources strategy and related issues, for recommendation to the Governing Body.
- c) To consider and approve relevant Human Resources policies.
- d) To review statutory changes which the Governing Body must make in relation to the exercise of the Corporation's discretionary authority in respect of the Local Government Pension Scheme.
- e) To consider human resources initiatives on key employment issues and employment legislation in support of the human resources strategy.
- f) To review the impact of the Group's staff development programme.
- g) To consider equality, diversity and inclusivity issues relating to staff and HR matters.
- h) To support the development and maintenance of positive employment relations with staff and the recognised trade unions.
- i) To receive regular reports relating to employee relations and restructuring, including settlement agreements and safeguarding issues involving staff.

- j) To review results and actions arising from staff surveys.
- k) To monitor and evaluate the Group’s staffing profile in light of the educational and business needs of the College Group.

Estates and Capital Projects

- l) To make recommendations to the Governing Body on the acquisition or disposal of land and buildings.
- m) To review and monitor the implementation of the Group’s Estates Strategy and Campus Master Plans and to recommend changes to the Corporation.
- n) To make recommendations to the Governing Body in respect of major capital projects including the prioritisation, budget and construction phases.
- o) To provide oversight of major capital projects and to ensure that projects adhere to the aims and objectives established by the Governing Body as set out in the strategic plan, the underlying Estates Strategy and the approved budget.
- p) To review the outcome of completed capital projects and make such comments or recommendation as it considers appropriate in respect of future capital projects.

Health and Safety

- q) To review the Group’s Health & Safety Policy and make recommendations to the Corporation as necessary.
- r) To monitor health and safety matters on behalf of the Governing Body and to review the Group’s annual Health & Safety report.

Environmental Sustainability

- s) To review and monitor the implementation of the Group’s Environmental Strategy.

Information Technology

- t) To review and oversee the Group’s IT strategy in light of the Group’s educational and business needs and monitor progress against objectives within the strategy.

General

- u) To undertake a regular review of the Committee’s operations and effectiveness, together with the Committee’s Terms of Reference and Annual Business Plan and make recommendations to the Governing Body as necessary.

Approval Date:	09 Feb 2023 Resources Committee, 29 March 2023 GB Meeting
Review Date:	Mar 2025

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