

Estates Committee
(a sub-committee of the Council)

Terms of reference

On behalf of the Council and in accordance with authority delegated to it, to:

- (i) consider and recommend to Council for approval an Estates strategy which underpins and facilitates the University strategic plan and optimises the use of the estate as a major asset;
- (ii) review the Capital Programme, prepared by the Capital Planning Group, and recommend it for approval by Council, through the Finance and General Purposes Committee;
- (iii) oversee strategic issues relating to the University's physical and digital estate and provide assurance to Council on the implementation of the IT Strategy;
- (iv) monitor progress on current capital projects;
- (v) monitor building project design/plans as they develop, ensuring their fit with the Estates strategy and recommend for approval by the Finance and General Purposes Committee and Council in accordance with the schedule of financial delegations;
- (vi) receive and review reports on sustainability performance and the University's progress towards achieving climate change commitments, such as Carbon Net Zero;
- (vii) highlight any areas of concern to the responsible senior manager or appropriate University committee;
- (viii) advise the Council, through Finance and General Purposes Committee, about the acquisition and disposal of land and buildings in accordance with the schedule of financial delegations;
- (ix) monitor engagement with the district authority's Local Plan and developments in the locality to ensure the University's best interests are represented;
- (x) review physical and digital estates performance through;
 - monitoring of agreed performance indicators;
 - annual benchmarking; and
- (xi) provide assurance that the University provides a welcoming physical and digital environment to students, staff and visitors, which incorporate places and services which facilitate the pursuit of excellence in education, research and engagement with both local and regional stakeholders.

Committee Composition

(ex officio)

Pro-Chancellor

Vice-Chancellor

Registrar, Secretary and Chief Operating Officer

Pro-Vice-Chancellor (Global) (Digital, International, Sustainability)

President of the Students' Union

(appointed)

three lay members of the Council, one of whom (experienced in estates matters) shall be chairperson, and one vice-chairperson

one member of academic staff, appointed by the Senate

(co-opted)

up to two co-opted external members with relevant experience

(in attendance)

Chief Financial Officer

Director of Estates, Facilities and Commercial Services

Director of Capital Development and Estate Operation

Chief Information Officer

Chief Executive Officer of the Students' Union

Procedure

The Committee liaises closely with the Finance and General Purposes Committee and makes recommendations on prioritisation of the strategic importance of the various capital projects.

Up to three persons external to the University who have special expertise to contribute can be co-opted to the Committee for periods of up to three years at a time.

The Committee meets three times a year but may meet more frequently if necessary.

The Standing Orders set out a standardised approach to committee procedural arrangements, including membership terms, quoracy and declaring interests. All members are encouraged to read the Standing Orders available on the [Governance website](#).

As per the University's Code of Practice on Freedom of Speech and Academic Freedom, all committees considering business that could affect compliance with free speech duties, in line with their delegated authority, are expected to have due regard for any impact on the University's duties to secure and promote the importance of freedom of speech and academic freedom. Any enquiries regarding this should be directed to the Director of Strategic Planning and Governance in the first instance.