



Terms of Reference and Composition 2020/21

Terms of Reference

1. To evaluate and recommend to Finance Committee for approval the strategy for investment of funds on a long-term basis.
2. To consider and recommend to Finance Committee a long term investment policy in respect of:
 - Strategic allocation of funds with regard to diversification & volatility;
 - Investment objectives and target returns;
 - Investment constraints i.e. Time horizon, liquidity and Ethical considerations;
 - Risk tolerance.
3. To appoint and monitor the performance of Investment Managers responsible for the custody and management of University long term investment funds.
4. To appoint and liaise with specialist investment advisors as appropriate.
5. To monitor management of the long-term investment portfolio against established benchmarks, agreed objectives and targets.
6. To consider and recommend to Finance Committee the treasury management policy and monitor management of short-term investments against the policy.
7. To report to Finance Committee following each meeting of the Committee.

Composition

Members

No fewer than three lay Council members (one of whom will be Chair)
Vice-Chancellor

In attendance

Chief Finance Officer
University Secretary
Committee Secretary (Governance Team)

Frequency of meetings

The Committee should meet no less than once per academic year

Quorum

A quorum comprises at least 50% of the members of the Committee, including the Chair or the Chair's nominee

Membership

Name	Position	End of Office
Members		
Baroness Ann Taylor	Chair, Pro-Chancellor and Chair of Council	2022
Terry Hartwell	Pro-Chancellor and Treasurer of Council	2024
Professor Shirley Congdon	Vice-Chancellor	N/A
Carl Chambers	Co opted lay member	2023
In attendance		
Stuart McKinnon-Evans	Chief Finance Officer	N/A
Riley Power	University Secretary	N/A
Rachel Trawally	Committee Secretary	N/A
Investment Manager(s)	Sarasin & Partners	N/A
Investment Advisor	Stanhope Capital	N/A

Meeting Dates

Date	Venue	Time
INV1 - 11 December 2020	Virtual Meeting	11:00
INV2 – 11 June 2021	Tbc	11:00

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Name	Contact Details
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