



Terms of Reference:	
Committee Name:	Council Standing Committee
Reporting:	Reports to Council
Endorsed	
Governance and Nominations Committee	28 November 2024
Approved:	
Council	10 December 2024

Purpose
<p>The primary purpose of the Council Standing Committee is to:</p> <ul style="list-style-type: none">• Under delegated authority prescribed in the Council Standing Orders, and at the discretion of the Chair and/or request of Council, schedule a meeting to deal with urgent issues which cannot wait until the next meeting of Council.
Responsibilities
<ul style="list-style-type: none">• The Council Standing Committee will not initiate consideration of issues nor will it make any major strategic decisions. Where such matters require urgent attention, they shall be dealt with through a special meeting of Council as described in Section One of the Standing Orders.
Membership
<p>Chair Quentin Woodley (Pro-Chancellor and Chair of Council)</p> <p>Members Sir Richard Atkins (Pro-Chancellor and Deputy Chair of Council) Sally Cabrini (Pro-Chancellor and Senior Independent Governor) Lisa Roberts (President and Vice-Chancellor)</p> <p>The Chair of the Council Standing Committee will also invite one additional Independent Member of Council to attend which will be dependent on the nature of the business being considered.</p> <p>Standing Attendee: Mike Shore-Nye (Senior Vice-President and Registrar & Secretary)</p>

Secretary

Dr Jeremy Diaper (Assistant Director, Governance)

Additional attendees may be invited to attend for specific agenda items by exception at the request of the President and Vice-Chancellor and in prior consultation and agreement with the Chair.

Sub-Committees

- Subject to endorsement by the Governance and Nominations Committee and approval by Council, the Council Standing Committee may establish a sub-committee for such purpose as considered appropriate. The remit granted to such sub-group shall be specifically provided for in its Terms of Reference and endorsed by Governance and Nominations Committee and approved by Council.

Meetings

- The Council Standing Committee will be convened only if required and much of its business is expected to be conducted through correspondence.

Reporting

- The decisions of the Council Standing Committee will be reported to the next available meeting of Council.
- Council will be informed in advance that a meeting of the Council Standing Committee is being scheduled.

Delegated Authority

- The Council Standing Committee will make decisions which would otherwise require Council approval between meetings of Council on the understanding that any matter so referred can be referred to the full Council should this be the wish of the Chair.

Effectiveness

- The effectiveness of the Committee will be reviewed annually by both the Committee and the Governance and Nominations Committee against its Terms of Reference and any appropriate changes will be determined by the Governance and Nominations Committee and recommended to for Council approval.