



Finance & Investment Committee

Terms of Reference 2021-22

Description	Committee set up on behalf of the Board, to oversee the development and delivery of the College's financial plans, and the deployment and performance of its investments The Committee is advisory to College Board with no delegated authority.
Core work	<p>Specific responsibilities:</p> <p>Financial Planning</p> <ul style="list-style-type: none">• To challenge and provide assurance on the development of the College's financial plans, including five-year plans and annual plans• To scrutinise the College's annual budget and annual mid-year reforecast, and to assess the processes supporting each of these.• To receive and scrutinise progress against financial plans. <p>Investment management</p> <ul style="list-style-type: none">• To monitor the performance of the College's investments, including quoted stocks and shares, property and other assets held solely for income and/or capital appreciation.• To review the performance of the investment managers who manage the funds on a discretionary basis and who are authorised under the Financial Services Act 1986.• To ensure that all the above are in accordance with the College Charter, Ordinances and Standing Rules, the Trustee Act 2000 and other trust investment powers as appropriate• To ensure that the Committee closely monitors its investments in line with ESG best practice and regularly reviews its investment policy statement <p>Efficiency & cost improvement</p> <ul style="list-style-type: none">• To challenge and provide assurance on the development of cost improvement programmes, including arrangements for implementation• To receive progress reports on the delivery of cost improvement programmes against agreed targets, including any remedial action where necessary• To review the impact of cost reduction programmes on College activities, including professional activities <p>Resources and reporting</p> <ul style="list-style-type: none">• To monitor the timelines, integrity and reliability of financial performance information.• To seek assurance on the adequacy of arrangements to provide professional management advice to, and management of, the College's planning and day-to-day operations

	<ul style="list-style-type: none"> To make recommendations to the Board on the above. <p>IT Governance</p> <ul style="list-style-type: none"> To receive a quarterly report on any proposed IT system or supplier changes and recommend any necessary changes to the Board <p>Annual Review</p> <ul style="list-style-type: none"> To review these terms of reference and its own effectiveness and that of its Chair after six months, and thereafter annually, and recommend any necessary changes to the Board.
No. of meetings per year	At least 4 per year, of which at least two per year should review investments
Quorum	50% of membership (including two Board or Council members)
Chair	College Board member. If the Chair is unavailable, the meeting will choose a chair from among those present.
Membership	<p>At least two College Board members At least one Council member</p> <p><i>plus</i> President (ex officio) FDS Dean (ex officio) RCS Vice President (ex officio)</p> <p>At least three external lay members, at least two of whom must have investment management experience</p> <p><u>In attendance</u> Chief Executive Deputy Chief Executive Executive Director (Resources) Director of Finance Investment Fund managers (as required)</p>
Committee Secretary	Governance and Risk Manager, Executive Office
Reporting to	College Board
Future Meetings	<p>17 February 2022, 10am – 12pm 17 March 2022, 10am – 12pm 21 April 2022, 10am – 12pm 19 May 2022, 10am – 12pm 16 June 2022, 10am – 12pm 21 July 2022, 10am – 12pm 18 August 2022, 10am – 12pm 22 September 2022, 10am – 12pm 20 October 2022, 10am – 12pm 24 November 2022, 10am – 12pm 19 January 2023, 10am – 12pm</p>
Date of approval	21 October 2021

Finance & Investment Committee

Members

Members	
Lord Amyas Morse	Lay Board Member and Chair of Committee
Professor Neil Mortensen	RCS President, Board Member and Deputy Chair of Committee
	RCS Vice President
Mr Matthew Garrett	RCS Board Member, Dean, FDS
Mr William Allum	RCS Council Member
Vacant	RCS Council Member
Mr Andrew Croft	Lay Member
*Mr Tom Beale	Lay Member
Vacant	Lay Member
Vacant	Lay Member
RCS England staff In attendance	
Mr Andrew Reed	Chief Executive
Mrs Jackie Weller	Deputy Chief Executive
Ms Jacquelyn Porritt	Executive Director of Resources
Ms Caroline Hibbs	Director of Finance
Mrs Nikki Walcott	Governance and Risk Manager
Investment managers in attendance	
Lord Frederick Windsor	Executive Director, JPM
Ms Chitra Khatri	Executive Director, JPM
Mr Edward Novis	Institutional Portfolio Solutions, JPM

*Deputy Lay Advisor to Mr Andrew Croft