

Vice Chancellor's Advisory Group**Terms of Reference 2017/18****Overall Responsibility**

The Vice Chancellor's Advisory Group is an advisory group to the Vice Chancellor and Chief Executive.

The principal role of the Vice Chancellor's Advisory Group is to advise the Vice Chancellor and Chief Executive on all aspects of the University's work and to provide effective and inspirational leadership within the strategic framework established by the University's Board of Governors.

As the University's senior executive leadership team its purpose is to develop and oversee the application of the University strategy and practice, institutional performance and management, as well as fostering an ethos of teamwork and problem resolution. As the senior executive advisory body it reviews and develops policies, procedures and plans relating to the day-to-day management of the University. One of its key tasks is to lead on a number of major change management projects.

In addition the group provides the critical executive forum for assisting the Vice Chancellor & Chief Executive to discharge his responsibilities for preparing reports for the Board of Governors and developing a highly constructive relationship between the Board and the University's executive leadership.

Terms of Reference

1. To advise the Vice Chancellor on all aspects of the University's Strategic Plan.
2. To advise the Vice Chancellor on all aspects of the executive management of the University.
3. To review, interpret and respond to significant strategic developments in the environment in which the University works.
4. To identify and lead on a number of major change management projects within the University.

5. To identify opportunities to innovate, improve and optimise performance and profile.
6. To maintain oversight of the University's educational provision ensuring that it remains appropriate to the strategic framework and character adopted by the Board of Governors.
7. To assist the Vice Chancellor in generating income for the University.
8. To assist the Vice Chancellor in promoting efficiency and controlling costs in the University.
9. To monitor the financial performance of the University and to set priorities based on the strategic framework agreed by the Board of Governors
10. To have general oversight of the student experience and to ensure that there is effective working and partnership between the University and the student body
11. To oversee the development of the University's research infrastructure.
12. To oversee the development and maintenance of the University's estate, including potential land acquisitions and major capital developments.
13. To set operational objectives and monitor progress in relation to agreed priorities and success measures, reporting as appropriate to the Board of Governors.
14. To ensure institutional risks are identified and managed, and that the University Risk Management Policy is implemented.
15. To ensure University policies and procedures are being reviewed, developed and implemented and remain fit-for-purpose.
16. To ensure the University remains compliant with statutory, legal and regulatory requirements.

Meets: Twice per month

Membership: Determined by the Vice Chancellor

Vice Chancellor & Chief Executive (Chair)
Deputy Vice Chancellor (Vice Chair)
Pro Vice Chancellor Students
Director of Finance & Resources
Director of Communications and Participation
Director of Human Resources

University Secretary
Head of VC's Office & Secretary to VCAG

In attendance

Head of Information Assurance/ Manager University Strategic Projects
Executive Assistant, VC's Office