

URGENT BUSINESS COMMITTEE

Terms of Reference of the Urgent Business Committee of the Governing Body of the University.

Composition

The Committee shall comprise at least three Independent Members including the Chair and/or the Deputy Chair.

Quorum

The quorum of the Committee shall be three members.

Operation and Rules of the Committee

The Committee will meet as required.

The Clerk to the Board shall act as Secretary to the Committee.

The Committee may take decisions either in a meeting or via written (including electronic) communication and the Clerk shall keep a record of any decisions taken.

Any reports to the Committee shall be in writing (including electronic communication) and shall set out the decision needed and the reason why the issue needs to be considered urgently.

Any decisions taken by the Committee shall be reported to the next meeting of the Governing Body.

Save as otherwise provided herein, the terms of the Instrument and Articles of the University shall apply, mutatis mutandis, to the Committee.

The Committee shall have full power to take any decision on behalf of the Governing Body provided that:-

- (i) It is not a decision specifically required by legislation and/or the University Constitution to be taken by the Governing Body; and
- (ii) The Committee is satisfied that the decision sought is urgent and cannot reasonably await consideration at the next meeting of the Governing Body.