

GOVERNORS' CAPITAL GROUP

Composition:	Minimum three members (including any external co-opted member(s) as appropriate)
Quorum:	40% of Group membership, subject to minimum of three
Attendance	The Corporation attendance target is 80%. Committee members are therefore expected to attend 80% of scheduled meetings in 2021-22
No of meetings per year	To be confirmed
Chair:	Selected by committee, reviewed annually
Public access to meetings:	By chair's invitation, with members' approval - see Standing Orders Section 12
Conduct of meetings:	See Standing Orders Section 5
Minutes:	Approval, see Standing Orders Section 4 vi
Minutes:	Circulation/publication see Standing Orders Section 10
In attendance:	Group Executive Director Planning and Infrastructure Group Executive Director Finance
Key functions and delegated powers:	<ol style="list-style-type: none"> 1. To oversee and monitor development of the Etc. Group's Property Strategy 2. To oversee and monitor the progress and impact of any major capital projects 3. To ensure systems are in place to secure good value for money in capital projects, including overseeing arrangements for procurement of services 4. To monitor the appointment of advisors, consultants and contractors in relation to capital projects 5. To receive regular reports on capital receipts and expenditure and agree priorities for capital spending, based on future needs, condition surveys and management of risk 6. To report regularly to the Finance and Employment Committee and FE Corporation, highlighting any areas of concern or unexpected impact