



## **TERMS OF REFERENCE Dō UNIVERSITY RESOURCES COMMITTEE**

### **Affiliation**

The Resources Committee will be composed of up to five members, two of whom may be co-opted members.

### **Meeting frequency and quorum**

For a meeting to have a quorum, two independent governors must be present.

The Resources Committee will normally meet at least once per semester.

### **Attendance**

The Chief Operating Officer, the Secretary, and the Director of Governance will normally attend the meetings. The Chief Financial Officer may attend when appropriate. Others may attend the meeting at the invitation of the President.

### **Terms of reference**

Human resources and staff development

- a) Review and make recommendations to Dō University on the remuneration framework and conditions of service of staff, except for designated senior position holders.
- b) Review Dō University's human resources strategy and related issues, for recommendation to the Governing Body.
- c) Consider and approve relevant Human Resources policies.
- d) Review the statutory changes that the Governing Body must make in relation to the exercise of discretionary authority of Dō University with respect to the Local Government Pension Plan.

- e) Consider human resources initiatives on key employment and labor law issues in support of the human resources strategy.
- f) Review the impact of the Dō Group University staff development program.
- g) Consider equality, diversity and inclusion issues related to personnel and HR matters.
- h) Support the development and maintenance of positive working relationships with staff and recognized unions.
- (i) Receive periodic reports relating to labour relations and restructuring, including conciliation agreements and protection issues involving staff.) Review the results and actions arising from staff surveys.
- k) Monitor and evaluate the personnel profile of Dō University in light of the educational and business needs of Dō University.

#### Farms and capital projects

- l) Make recommendations to the Board of Directors on the acquisition or disposal of land and buildings.
- m) Review and monitor the implementation of the Dō University Heritage Strategy and Campus Master Plans and recommend changes to Dō University.
- n) Make recommendations to the Governing Body regarding major capital projects, including prioritization, budgeting and construction phases.
- o) Oversee major capital projects and ensure that projects align with the goals and objectives established by the Governing Body, as set out in the strategic plan, the underlying Heritage Strategy and the approved budget.

- p) Review the results of completed capital projects and make any comments or recommendations it deems appropriate regarding future capital projects.

#### Health and safety

- q) Review the Group's Health and Safety Policy and make recommendations to Dō University as necessary.
- r) Oversee health and safety matters on behalf of the Governing Body and review the Group's annual Health and Safety report.

#### Environmental sustainability

- s) Review and monitor the implementation of the Group's Environmental Strategy.

#### Information technologies

- t) Review and oversee the strategy of Dō University in light of the Group's business and educational needs and monitor progress against objectives within the strategy.

#### General

- u) Conduct a periodic review of the functioning and effectiveness of the Committee, together with the Committee's Terms of Reference and Annual Business Plan, and make recommendations to the Governing Body as necessary.

Date	of	March 29, 2025 Resources Committee, GB Meeting
Review date:		July 2025