Co-Opted Members Investment Committee Role Description

UNIVERSITY OF LEICESTER

ROLE DESCRIPTION FOR CO-OPTED MEMBERS OF INVESTMENTS COMMITTEE

Term of office: Three years. Initially one year and renewable for a further two years following completion of the first year. Appointments may be renewed further, with a maximum of 9 years.

Time commitment: Estimated to total the equivalent of 4 full days per year, including (by individual agreement) preparatory work for the committee. 2 meetings in person, 2 online meetings.

Remuneration: Appointments are in the nature of public service appointments and no remuneration is made.

Expenses: Co-opted members are eligible to claim reimbursement of travelling expenses for attendance at committee meetings. All claims will be dealt with on the same terms and conditions as apply to university staff.

Appointments made: By the University's Council, on the recommendation of the Nominations Committee.

Responsibilities:

Co-opted members of Investments Committee will:

a. monitor the University's endowments investments policy, allocations and performance of endowed funds and investments;
b. contribute to strategic debate and to make their knowledge, insight and expertise available to the Investments Committee;
c. review the performance of the appointed investment managers every three years;
d. act fairly and impartially at all times, in the interests of the University as a whole, using independent judgement and maintaining confidentiality as appropriate;
e. observe the seven "Nolan Principles" of behaviour in public life, embracing selflessness, integrity, objectivity, accountability, openness, honesty and leadership;
f. and accept collective responsibility for decisions reached by the Investments Committee.

Expectation:

Investments Committee members are expected to:

a. attend meetings of Investments Committee and participate in discussions, including in relation to any business which may be transacted via email correspondence;
b. attend any induction and training as may be required by the University to carry out effectively the role of a member of Investments Committee;
c. contribute to regular reviews of the effectiveness of Investments Committee; and submit an annual Register of Interests and Fit and Proper Persons declaration,
d. and ensure that the University is notified promptly of any material changes to these details as may arise during the year.

Skills and Experience:

a. Significant knowledge, understanding and front-line experience of investment management, in listed equities and private equity;
b. Commercial awareness and acumen in relation to UK and global equity markets;
c. Knowledge and understanding of the UK Higher Education Sector (desirable);
d. Awareness of philanthropic fundraising (desirable).
e. Previous experience of serving on an investment committee, advisory board or equivalent body (desirable)

Practical details

- **Time commitment:** Up to 4 full days per year.
- **Meetings:** Typically four meetings per year, two in person and two on-line.
- **Location:** Hybrid (in person meetings held in Leicester)
- **Remuneration:** Unremunerated (reasonable expenses reimbursed)