

DPIT Committee - Terms of Reference**Digital & Physical Infrastructure and Transformation (DPIT) Committee
Terms of Reference**

Serviced by: Governance Officer

Reports to: Board of Governors

1. Constitution

- 1.1 The Board of Governors has established a Committee known as the Digital & Physical Infrastructure and Transformation (DPIT) Committee.

2. Membership & Quorum

- 2.1 Members, a minimum of four, are nominated by the Governance & Nominations Committee, approved by the Board of Governors and include:

- No fewer than four members or Co-opted members (inclusive of the Chair of the Committee) provided that the majority of members are nominated Governors.
- Membership will include the Vice-Chancellor.

In attendance, as required:

- Chief Operating Officer
- Members of the Executive Leadership Team (ELT)
- Governance Officer

- 2.2 The Committee's Chair shall be a Governor and appointed by the Board of Governors on the recommendation of the Governance & Nominations Committee.

- 2.3 An Elected Governor may be a member of the Committee, or may attend meetings (without being a member) at the invitation of the Committee Chair (under Article 27.4 of the Articles of Association). Other senior staff attend, where appropriate, by invitation of the Committee Chair.

- 2.4 Pursuant to Article 27.8 the Board of Governors may appoint someone who is not a Governor to serve on the Committee, however the majority of Committee members must be Governors.

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- 2.5 A quorum exists when no fewer than three members are present. The majority must be nominated Governors.
- 2.6 It is recommended that at least one and preferably two members of DPIT Committee should have experience in digital technology, construction, property development, leading construction projects or similar.

3. Frequency of meetings

- 3.1 DPIT Committee shall meet at least three times per year.

4. Authority

- 4.1 DPIT Committee will lead governors' engagement with the development of strategies and plans relating to existing and future campus and digital developments reporting to and, where necessary, advising the Finance & Resources Committee.
- 4.2 DPIT Committee is not empowered to approve any expenditure or to take formal decisions with regard to estates developments as these matters are the responsibility of the Finance & Resources Committee (on which it reports to the Board of Governors), and the Board itself. The group must, however, ensure that these matters are adequately monitored and that the information provided to the Finance & Resources Committee, and the Board, is accurate and complete.
- 4.3 The Committee may be dissolved at any time by the Governing Body.

5. Duties

The principal duties of DPIT Committee are to:

- 5.1 Provide strategic insight and enhance accountability, via its focus on:
- Campus Development Plan
 - Digital, Data and Technology
 - Operation:Excellence – the University's transformation plan and ensuring that these remain current and fit for purpose.
- 5.2 Actively monitor and promote the integration of the Marjon estate and digital plans with business, council and multi-agency partners so as to strengthen the strategic

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role that our campus and estate plays both regionally and sub-regionally to further enhance student experience and employability;

- 5.3 Receive and comment on reports monitoring on the current physical nature and condition of the University campus, including its buildings, facilities, landscaping and infrastructure; and of the nature and issues surrounding its virtual estate including networks, software, devices, websites and data.
- 5.4 To be a conduit for assurance on cyber security via consideration of the annual report and approval/review, as appropriate, of the Cyber-Security Policy.
- 5.5 Receive and comment on reports which monitor current and proposed physical and virtual developments on or near the University campus, including the development of new projects, buildings or facilities, landscaping and infrastructure;
- 5.6 Receive reports from the Finance & Resources Committee on the financial situation in relation to capital funding for estates and digital technology matters;
- 5.7 To advise the Board of Governors, on the implications of current and proposed campus and digital developments. The Executive Leadership Team will continue to have day to day responsibility for the physical and virtual estate and for development and delivery of these Strategies;
- 5.8 To oversee liaison with external agencies regarding current and proposed developments. In particular, to maintain an overview of current planning applications and the implications of proposed developments for existing planning consents;
- 5.9 To oversee consultation with external and internal communities and stakeholders about current and proposed physical and virtual developments;
- 5.10 To maintain oversight of the task and management of specific estates development projects;
- 5.11 To ask for reports as needed on the strategic use of space in University buildings, making recommendations when appropriate to the Board of Governors.
- 5.12 To receive reports from the curriculum planning perspective on future needs and requirements for digital and innovative technology.

6. Reporting procedures

- 6.1 The minutes of the Committee will be circulated to the Board of Governors