



## Council Standing Committee Charter

*The Council Standing Committee supports the University by having the Committee be available, where necessary, between scheduled Council meetings, providing advice to Council on relevant issues, and in responding to major incidents in a timely manner. It has a membership drawn from the University Executive, Council and Council Committees.*

### Introduction

1. The Australian National University (ANU) Council has established the Council Standing Committee (the Committee) in accordance with section 18 of the *Australian National University Act 1991* (Cwth) (ANU Act 1991).
2. This Charter sets out the Committee's objective, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

### Objective

3. The objective of the Committee is to provide support to the University where necessary between scheduled Council meetings, provide advice Council on relevant issues and also to respond to relevant major incidents, for example pandemics.
4. The Committee has formerly been known as the COVID-19 Committee and Council Exceptional Business Committee (renamed by Council on 14 June 2024).

### Authority

5. The Council authorises the Committee, within the scope of its role and responsibilities, to:
  - obtain any information it needs from any employee and/or external party (subject to their legal obligation to protect information);
  - discuss any matters with external parties (subject to confidentiality considerations);
  - request the attendance of any ANU employee, officer of a controlled entity, or Council member at Committee meetings;
  - obtain external legal or other professional advice, as considered necessary to meet its responsibilities, at the University's expense; and
  - in the instance of a major incident, approve total expenditure to a maximum of \$50million (see also Section 11).

### Composition and Tenure

6. The Committee shall consist of the following ex-officio members:
  - Chancellor (who will serve as Chair);
  - Vice-Chancellor;

- Pro-Chancellor;
- One Council member, who is the member elected by the deans and heads of research schools
- Chair, Audit, Finance and Risk Committee or, where that person holds another position on the Committee, the Chair, Investment Committee

## Roles and Responsibilities

7. The Committee exercises such functions, responsibilities and authorities as may be assigned or delegated to it by Council from time to time, but only such powers as are explicitly delegated to it.
8. The Committee responsibilities, subject to revision by Council, include being available to consider relevant issues, where necessary, between Council meetings; monitoring, reviewing and, where appropriate, making recommendations and endorsing actions to Council in relation to any aspect of the University's response, especially including in respect of financial matters and strategies to manage liquidity issues.

## Responsibilities of Members

9. Members of the Committee are expected to understand and observe the legal requirements of the ANU Act 1991 and the *Public Governance, Performance and Accountability Act 2013*.
10. Members are also expected to:
  - a. act always in the best interests of the University as a whole, with this obligation to be observed in priority over any duty a member may owe to those electing or appointing them;
  - b. act in good faith, honestly and for a proper purpose;
  - c. exercise appropriate care and diligence;
  - d. not improperly use their position to gain an advantage for themselves or someone else; and
  - e. disclose and avoid conflicts of interest.

## Reporting

11. When it has met, the Committee shall report on its deliberations at the next available Council meeting, including main items listed on the agenda, and especially those concerned with authorised expenditure as outlined in Section 5.
12. Where the Committee identifies exposure (or potential exposure) to material financial, commercial, operational, health-related, reputational or other risk to the University, the Council is to be notified of the matter at the earliest opportunity.

## Administrative Arrangements

13. The Committee shall meet as required, and as determined by the Chancellor.
14. The Chair is required to call a meeting if asked to do so by Council and decide if a meeting is required if requested by another Committee member.
15. A quorum shall consist of 50 per cent of Committee members (rounded up to the nearest whole number).
16. Meetings can be held in person or by digital means
17. On request, Council members shall be provided with Committee meeting papers and supporting material and may also attend Committee meetings.
18. The University Secretary to the Council is the Secretary to the Committee.

## Assessment and Review

19. The Chair of the Committee will initiate a review of the performance of the Committee and this Charter following the resolution of the incident it was convened to consider with the outcomes to be reported to Council. The review of performance will be conducted on a self-assessment basis unless otherwise determined by the Council.

*Approved by the ANU Council on 30 May 2025.*