

Terms of Reference

Research Strategy and Funding Committee (RSFC)

Purpose

1. The Research Strategy and Funding Committee (RSFC) takes delegated responsibility on behalf of the Board of Trustees to:
 - Provide insight and advice to the Board on the development and implementation of the Charity's research strategy
 - Make research funding decisions (within the budget agreed by the Board) and advise on the Charity's research priorities and grant management processes

Membership

2. Membership of the RSFC will include at least two (2) Trustees, at least three (3) lay members, and the clinical adviser to the Board.
3. Committee members should represent a broad range of expertise from research, clinical practice and academia including expertise from those working within Inflammatory Bowel Disease (IBD) research but also those working in other research areas.
4. The lead Trustee for research will chair the RSFC ("Chair") and their term will be dependent on their term of office as a Trustee lead. The Board may nominate an Interim Chair if required.
5. Committee Members are appointed by the Board following an open recruitment process that promotes inclusivity and diversity.
6. Committee Members may serve for a term of not more than three (3) years, renewable once by the Board and extendable by a further two (2) years at the discretion of the Board. Retiring Members are eligible for reappointment a minimum of three (3) years after retirement. Trustee members terms will depend on their term of office as Trustees.

Meetings

7. The RSFC shall meet at least twice a year. Six (6) committee members must be present including one Trustee and one lay member for meetings to be quorate.

8. If a Trustee is also a lay member, they should be considered to be attending in their capacity as a Trustee.
9. Members who fail to attend two or more consecutive meetings of the RSFC should review whether they have sufficient capacity to serve on the Committee and may be asked to resign their position. The Chair will contact members who have missed two successive meetings.
10. Any Trustee may attend a meeting of the RSFC but only Committee Members are eligible to vote.
11. Individuals with specific expertise may be co-opted onto the Committee or invited to attend meetings at the request of the Chair.
12. Chairs of Crohn's & Colitis research awards panels may be invited to attend meetings at the request of the Chair.
13. The Director of Services, Advocacy & Evidence and other staff as required will attend Committee meetings but are not eligible to vote.

Reporting

14. The Committee will provide reports of all its meetings for review at the meetings of the Board of Trustees.