

Capital Research Assets Group

Purpose:

- The Capital Research Assets Group is a Sub-Group of the UEB Estates and Capital Sub-Group (ECSG).
- It makes decisions/recommendations relating to the purchase of research equipment (>£350,000) to ensure that the University is meeting its obligations around research capital governance.
- The aim is to support academic colleagues in overcoming challenges pre-award, to enable efficient procurement and installation of equipment post-award.
- The Group meets up to 12 times per year.

Terms of Reference

1. To assess the location, management, utilisation, sustainability and value for money of research equipment requests where the research capital threshold is exceeded.
2. To help mitigate risks pre-submission (or prior to procuring the equipment if the request is not through an external funding call) to support the procurement and installation of equipment post-award.
3. To approve submission (within remit) of research capital funding applications (where the research capital threshold is exceeded).
4. To inform ECSG of research capital applications (within CRAG's remit) and (as required) request approval to submit to the funder.
5. To engage, as appropriate, with faculty, EFM and other stakeholders within professional services to enable the longer term strategic planning for research equipment.
6. To evaluate and monitor research capital submissions with the aim of informing and developing new and existing research capital governance processes.

Reports to: UEB Estates and Capital Sub-Group.

Membership:

Chair (Vice-President for Research & Innovation):

Professor Sue Hartley OBE

Ex-officio members:

Director of Research, Partnerships & Innovation

Deborah Lodge

Director of Estates & Facilities Management

Linda Goodacre

Head of Strategic Space Management, EFM

Kay Green

Head of Estates Development, EFM

Mark Holden

Head of Infrastructure Finance	Wendy Burroughes
Head of Product (Research & Innovation)	Saul Cozens
Head of Procurement	Mark Hardy ¹
Associate Director of Campaign Management	Dr Paula Gould
Head of Engineering & Maintenance, EFM	Matt Godber

Representative members:

Faculty of Engineering:

Academic: Dr Chris Holland (School of Chemical, Materials and Biological Engineering)
Operational: Dr Richard France (Deputy FDO – Research)
Dr Nick Sparks (Deputy FDO – Safety, Infrastructure & Technical)

Faculty of Health:

Academic: Professor Daniel Lambert (School of Clinical Dentistry)
Operational: Cheryl Ruse (Deputy FDO – Research & Infrastructure)

Faculty of Science:

Academic: Professor Rob Short (School of Mathematical and Physical Sciences)
Operational: Penny Jackson (Faculty Director of Operations)
Lee Shunburne (Deputy FDO)

Advanced Manufacturing Research Centre: Emma Hutton (Director of Major Projects)

Nuclear Advanced Manufacturing Research Centre: Sean Eley (Commercial Director)

In attendance:

Deputy Head of Estates Development	David Briggs
Project Manager / Consultant, EFM	Richard Parr
Capital Projects Finance Manager	Matthew Bullock
Capital Projects Finance Manager	Sharon Turner
Head of Business Relationship Management for IT Services	Abbie Martin
Implementation Manager	Charlotte Holdsworth
Deputy Head of Engineering & Maintenance	Grahame Sheppard
Cost & Commercial Manager	Mike Mullins

Secretary: Dr Chrissy Sammut (Research, Partnerships & Innovation)

¹ Deputy Head of Procurement to attend until Head of Procurement is appointed.