

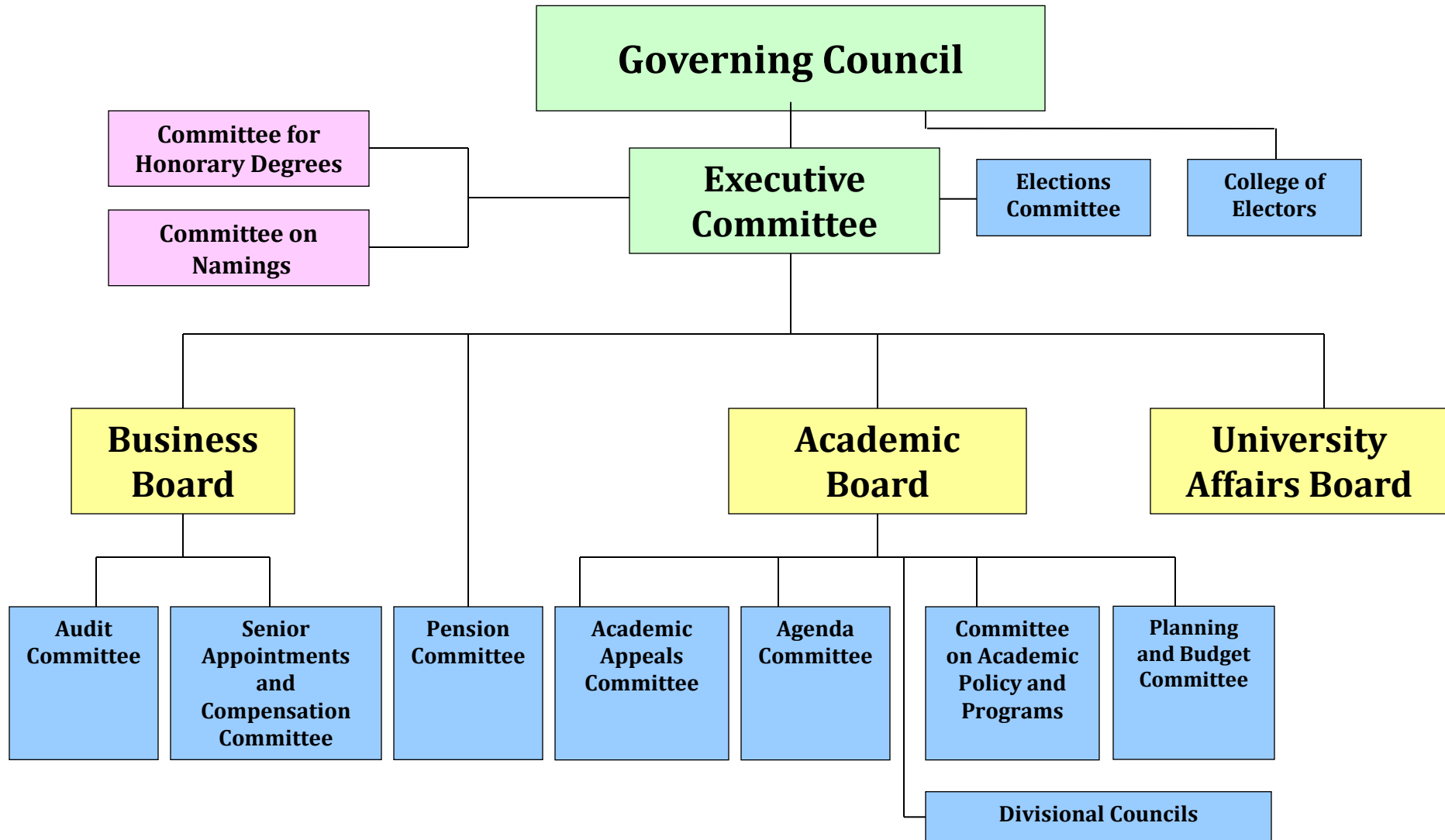


UNIVERSITY OF
TORONTO

**Planning and Budget Committee
Orientation**

September 20, 2012

The Governing Council and its Boards and Committees



Structure

Function

Governing Council

- final approval of major policy recommendations

Executive Committee

- determination of GC agendas and review of committee recommendations to ensure completeness of investigation and consideration (substantive issues not re-debated).

Boards

(Academic, Business,
University Affairs)

- discussion and consideration of recommendations for approval by the Board, or for approval by GC.

Committees

- detailed review of proposals and alternatives; consideration of recommendations for approval by the Boards and/or recommendation to the GC .

Administrative Officers

- initial investigation and development of proposals and alternatives .

Planning and Budget Committee

- Responsibilities include:
 - Policy on the organization of planning;
 - Capital and Infrastructure renewal projects;
 - Statements of the University's mission or general objectives;
 - Statements of multi-year University principles and objectives for academic planning;
 - Statements of general divisional objectives;
 - Enrolment plans and policies;
 - Long-range planning and/or (operating and capital) budget guidelines;
 - Strategic planning framework for research;
 - Plans and proposals to establish, disestablish, or significantly restructure academic units.

Capital Projects

- **The Planning and Budget Committee considers reports of the project planning committees and recommends to the Academic Board approval in principle of projects (i.e. site, space plan, overall cost and source of funds) with a capital cost as specified in the *Policy on Capital Planning and Capital Projects*.**
- **Following review by the Capital Projects and Space Allocation Committee (CaPS), the Vice President and Provost, and the Vice President University Operations, the Terms of Reference of new Project Planning Committees will be posted on the Planning and Budget Committee's website.**

Capital Projects (Approval Levels)

- **Level 1 Review and Approval**

- Authority to approve projects on the St. George campus with a value less than \$3 million is delegated to the Capital Projects and Space Allocation Committee (CaPS, formerly AFD) by the Vice-President University Operations (Level 1).
- Limit for approval of projects by the CaPS is in the range of \$100,000 to \$3 million.
- Authority to approve capital projects less than \$3 million on the UTM and UTSC campuses is delegated to the UTM Space Planning and Management Committee and the UTSC Campus Design and Development Committee established by the Principal and Vice President of the respective campuses.

Capital Projects (Approval Levels) (contd.)

- **Level 2 Review and Approval**

- An Executive Committee of CaPS will review projects in the \$3-10 million range (Level 2) and provide a written report with recommendations to the Vice President and Provost and the Vice President University Operations.
- Projects in this range will be considered for detailed review by the Planning and Budget Committee and recommended to the Academic Board for consideration. The projects will be placed on the Board's consent agenda and be confirmed by the Executive Committee of the Governing Council.
- The CaPS Executive Committee will review Interim Reports of Project Planning Committees with an expected total project cost greater than \$3 million to ensure integration with overall institutional priorities and that capital plans of divisions are thoroughly vetted.
- Projects in \$3-10 million range that require borrowing will be submitted to the Business Board for approval of their execution. (Level 2).

Capital Projects (Approval Levels) (contd.)

- **Level 3 Review and Approval**

- The Executive Committee of CaPS will review projects over \$10 million (Level 3) and provide a written report with recommendations to the Vice President and Provost and the Vice President University Operations.
- Projects \$10 million and over will be submitted to all the required Committees and Boards of the Governing Council. (Level 3).

Planning and Budget Committee Website:

- <http://www.governingcouncil.utoronto.ca/bac/pb.htm>