

BOARD OF GOVERNORS: STATEMENT OF PRIMARY RESPONSIBILITIES

Key:

Code = CUC Governance Code of Practice, at http://www.hefce.ac.uk/pubs/hefce/2009/09_02/
AoG = Articles of Government

The Board of Governors shall be responsible for:

1. Strategy

Approving the mission and strategic vision of the University, including the determination of the educational character and mission of the University and for oversight of its activities, long-term business plans, key performance indicators (KPIs) and annual budgets, and ensuring that these meet the interests of stakeholders; enabling the institution to achieve and develop its primary objectives of teaching and research, which includes considering and approving the University's strategic plan which sets the academic aims and objectives of the institution. [Code Part 1 para 4 and AoG 3.1]

2. Vice-Chancellor

Appointing the Vice-Chancellor as chief executive of the University and putting in place suitable arrangements for monitoring his/her performance. [Code Part 1 para 4 and AoG 3.1 d]

3. Clerk to the Board of Governors

Appointing the Clerk to the Board of Governors ensuring that, if the person appointed has managerial responsibilities in the institution, there is an appropriate separation in the lines of accountability and putting in place suitable arrangements for monitoring his/her performance. [Code Part IV Annex A1 and AoG 3.1 d]

4. Senior postholders

The appointment, grading, suspension, dismissal and determination of the pay and conditions of service of the holders of designated senior posts. [AoG 3.1 d]

5. Staff

To be the employing authority for all staff and for setting a framework for the pay and conditions of service of staff other than holders of designated senior posts. [Code Part IV Annex A1 and AoG 3.1 e]

6. Delegation of Authority

Delegation of authority to the Vice-Chancellor, as chief executive, for the academic, corporate, financial, estate and human resource management of the University and establishing and keeping under regular review the policies, procedures and limits within such management functions as shall be undertaken by and under the authority of the Vice-Chancellor. [Code Part IV Annex A1 and AoG 3.2 b]

7. Stewardship

Ensuring the establishment and monitoring of systems of control and accountability, including financial and operational controls and risk assessment, for the effective and efficient use of resources, the solvency of the University and the Corporation and for safeguarding their assets; for approving annual estimates of income and expenditure and for approving the annual accounts of the University. [Code Part 1 para 4 and AoG 3.1 b and c]

8. Monitoring

Regularly monitoring institutional performance against its planned strategies and operational targets and approved KPIs, which should be, where possible and appropriate, benchmarked against other institutions. [Code Part 1 para 4]

9. Corporate governance

Safeguarding the good name and values of the University. Observing the principles of public life and the highest standards of corporate governance; including ensuring and demonstrating integrity and objectivity in the transaction of Board business, and wherever possible following a policy of openness and transparency in the dissemination of Board decisions. [Code Part IV Annex A1]

10. Audit

Directing and overseeing the University's arrangements for internal and external audit.

11. Students' Union

Taking such steps as are reasonably practicable to ensure that the Students' Union operates in a fair and democratic manner and is accountable for its finances. (Education Act 1994)

12. Health & Safety

The health and safety of employees, students and other individuals whilst on the University's premises and in other places where they may be affected by its operations; including ensuring that the University has a written statement of policy on health and safety and arrangements for the implementation of that policy. (Health & Safety at Work Act 1974)

13. Equality and diversity

Ensuring the University provides an inclusive environment for work and study through embedding diversity and equal opportunities into everything the University does, particularly in those core functions and activities that directly affect staff and students at work.

14. Legal Authority

Being the University's legal authority and acting as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the University. [Code Part IV Annex A1]

15. Charity Regulation

Ensuring the legal obligations of the University as an exempt charity are met having regard to the requirements of the principal regulator, HEFCE, for the Charity Commission.

16. Evaluation

Ensuring that the University's constitution, as set out in the Instrument and Articles of Government, is followed at all times and establishing processes to monitor and evaluate the performance and effectiveness of the Governing Body itself. [Code Part IV Annex A1]

Board's reserved powers [AoG 5.3]

The Board of Governors shall not delegate the following:

- a) the determination of the educational character and mission of the University;
- b) the approval of the annual estimates of income and expenditure;
- c) ensuring the solvency of the University and the Corporation and the safeguarding of their assets;
- d) the appointment or dismissal of the Vice-Chancellor; and
- e) the varying or revoking of the Articles of Government.