

**STATEMENT OF PRIMARY
RESPONSIBILITIES – BOARD OF
GOVERNORS**



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Summary:	Lays out the responsibilities of the Board of Governors

BOARD OF GOVERNORS

STATEMENT OF PRIMARY RESPONSIBILITIES

The Board of Governors is responsible for:

- i Determining the educational character and objectives of the University and overseeing its activities including approving its mission, values, strategic vision and long-term business plans.
- ii Delegating to the Vice-Chancellor authority for the academic, corporate, financial, estate, and human resources management of the University. 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.
- iii Adopting key performance indicators (KPIs) and approving annual estimates of income and expenditure, and ensuring that these meet the interests of stakeholders.
- iv Determining the identity of the designated staff and their selection, appraisal and remuneration and monitoring their performance. The designated staff are currently the Vice-Chancellor, First Deputy Vice-Chancellor, Deputy Vice-Chancellor, Assistant Vice-Chancellor, and Clerk to the Governing Body.
- v Appointing the Vice-Chancellor as the chief executive of the University.
- vi Appointing the Clerk to the Governing Body and ensuring that, if the person appointed has managerial responsibilities in the University, there is an appropriate separation in the lines of accountability.
- vii Appointing the Chancellor as the ceremonial head of the University for an agreed specified period, to be extended with the consent of the Board of Governors and the Chancellor.
- viii Ensuring the establishment and monitoring of systems of control and accountability, including financial and operational controls and risk assessment, clear procedures for handling internal grievances and for managing conflicts of interest.
- ix Monitoring and benchmarking the performance and effectiveness of the University against its strategic plan, operational targets and key performance indicators and, where possible and appropriate, against other comparable institutions.
- x Establishing processes to monitor and evaluate the performance and effectiveness of the governing body itself and for the termination of the membership of any Governor.
- xi Conducting its business in accordance with best practice in higher education corporate governance and with the principles of public life drawn up by the Committee on Standards in Public Life.
- xii Safeguarding the good name and values of the University.
- xiii Being the principal financial and business authority of the University, overseeing the financial health of the University, ensuring that proper books of account are kept, appointing the auditors, approving the annual budget and financial statements, and, having overall responsibility for the University's assets, property and estate.
- xiv Establishing rules for the conduct and welfare of staff and, in consultation with Senate, students.

- xv Being the employing authority for all staff in the University and to be responsible for establishing a human resource strategy including setting the framework for the remuneration and terms of conditions of staff.
- xvi Being the University's legal authority and, as such, ensuring that systems are in place for meeting all the University's legal obligations, including those arising from contracts or other legal commitments made in the University's name.
- xvii Acting as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the University.
- xviii Ensuring that the University's constitution is followed at all times and that appropriate advice is available to enable this to happen.
- xix Approving, revoking, amending or varying the Memorandum and Articles of Association of the University.