



BISHOP GROSSETESTE UNIVERSITY

STATEMENT OF PRIMARY RESPONSIBILITIES

The principal responsibilities of the University Council are set out below and are consistent with the University's Instrument and Articles of Government. The following principal responsibilities are based on the Model Statement included in Appendix 1 of The Higher Education Code of Governance published by the Committee of University Chairs (CUC) in December 2014.

The Council is the Governing Body of the Institution. Subject to the powers of the Senate as provided for in the Instruments and Articles, and subject to the University's Schedule of Delegation, it has ultimate responsibility for the affairs of the University.

The Primary responsibilities of the University Council are as follows:

1. To determine the character and values of the institution as a Church of England University.
2. To approve the mission and strategic vision of the University, long-term academic and business plans and key performance indicators, and to ensure that these meet the interests of stakeholders, especially students, in accordance with its character and values.
3. To appoint the Vice Chancellor as chief executive, and to put in place suitable arrangements for monitoring his/her performance.
4. To delegate authority to the Vice Chancellor, as chief executive, for the academic, corporate, financial, estate and human resource management of the University. And to establish and keep 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.
5. To ensure the establishment and monitoring of systems of control and accountability, including financial and operational controls and risk assessment, and procedures for handling internal grievances and for managing conflicts of interest.
6. To ensure that processes are in place to monitor and evaluate the performance and effectiveness of the University against the plans and approved key performance indicators, which should be – where possible and appropriate – benchmarked against other comparable institutions.

7. To establish processes to monitor and evaluate the performance and effectiveness of the University Council itself.
8. To conduct 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.
9. To safeguard the good name and values of the institution as a Church University.
10. To appoint a Secretary to the University Council and to ensure that, if the person appointed has managerial responsibilities at the University, there is an appropriate separation in the lines of accountability.
11. To be the employing authority for all staff in the University and to be responsible for establishing a human resources strategy.
12. To be the principal financial and business authority of the University, to ensure that proper books of account are kept, to approve the annual budget and financial statements, and to have overall responsibility for the University's assets, property and estate.
13. To be the University's legal authority and, as such, to ensure that systems are in place for meeting all the University's legal obligations, including those arising from contracts and other legal commitments made in the University's name.
14. To receive assurance that adequate provision has been made for the general welfare of students.
15. To act as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the University.
16. To ensure that the University's constitution is followed at all times and that appropriate advice is available to enable this to happen.