

# ROEHAMPTON UNIVERSITY

## COUNCIL

### STATEMENT OF PRIMARY RESPONSIBILITIES

Roehampton University is a private company limited by guarantee and an exempt Charity. The principal responsibilities of the Governing Council of the University are:

1. To contribute to and approve the mission and strategic plan of the University.
2. To determine the academic and educational character of the University.
3. To act as the trustee for University property and as a fiduciary for University assets.
4. To support and hold accountable the Vice-Chancellor as Chief Executive in his responsibilities for academic, corporate, financial, estate and personnel management of the institution.
5. To establish and keep under regular review the policies, procedures and limits within which the management functions operate under the authority of the Vice-Chancellor.
6. To ensure through a properly constituted audit committee the establishment and monitoring of systems of control and accountability including financial and operational controls, solvency and risk assessment. In addition the Council must ensure that there are procedures for handling internal grievance, managing conflicts of interest, anti-fraud and corruption and 'whistleblowing'.
7. To monitor and evaluate the performance and effectiveness of the University against the strategic plans and approved key performance indicators.
8. To establish processes to monitor and evaluate the performance and effectiveness of the governing Council itself.
9. To conduct its business in accordance with best practice in higher education corporate governance and to ensure that Governors comply with the Governors' Code of Conduct.
10. To appoint the Vice-Chancellor as Chief Executive and the other members of the Executive and to put into place arrangements for monitoring their performance.
11. To appoint a Clerk to the Governing Council and to ensure that there is an appropriate separation of lines of accountability from their management functions.
12. To be the employing authority for all staff in the institution and to ensure that there is a human resource strategy.
13. To ensure that systems are in place for meeting the University's legal obligations.

*Recommended by Nominations & Governance Committee:*  
*Approved by Council:*

*25 February 2010*  
*8 March 2010*