

Duties and Responsibilities of Members of the University Council

Council members play a key role in the governance of the University as set out in the Statement of Primary Responsibilities of Council and, more formally, in Section 6 of University Statute XIII. Members of Council have an individual and collective responsibility to use their best endeavours to ensure that the objects of the University are being met and that Council properly and diligently exercises its functions and responsibility as the principal governing body of the University to ensure its overall good

Leadership – Holders of public office should promote and support these principles by leadership and example.

Liability

University Committee decisions are made on a collective basis and it is very unlikely that individual members of the Council will be at risk of claims of negligence as long as they act at all times in accordance with the responsibilities and principles set out above.

However, it should be noted that they are covered by the University's Professional Indemnity cover in respect of the costs of any claim of negligence which may be made against them in the course of carrying out of their duties as a member of the Council.

Statement of the Responsibilities of Council

The [University Charter](#) establishes Council as the Governing Body of the University, subject to other terms of the Charter and the Statutes, and its responsibility for:

1. general control over the University and all its affairs, purposes and functions.
 2. the management and administration of the revenue and property of the University.
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5. To be the principal financial and business authority of the University, to ensure that proper books of account are kept, and to have overall responsibility for the University's assets, property and estate.
6. To be the institution's legal authority and, as such, to ensure that systems are in place for meeting all the institution's legal and regulatory obligations, including those arising from contracts and other legal commitments made in the institution's name.
7. To ensure that the University has appropriate procedures for the management of risk and to oversee the operation of these procedures.

Employment

8. To be the employing authority for all staff in the University and to be responsible for establishing a human resources strategy.
9. To appoint the Vice-Chancellor as Chief Executive and Principal Academic and Administrative Officer of the University, in accordance with paragraph 7 of the Charter, and to put in place suitable arrangements for monitoring his/her performance.

Governance arrangements

10. To appoint the Secretary to Council, and to ensure that, if they have managerial responsibilities in the University, there is an appropriate separation in the lines of accountability.
11. To establish processes to monitor and evaluate the performance and effectiveness of Council itself.
12. 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.
13. To ensure that the University

- ensure that there are appropriate financial and management controls in place to safeguard public funds and funds from other sources
- safeguard the assets of the University and its subsidiary companies and prevent and detect fraud, and
- secure the economical, efficient