

STATEMENT OF PRIMARY RESPONSIBILITIES OF COUNCIL

1. To approve the mission and strategic vision of the School, long-term academic and business plans and key performance indicators.
2. To appoint the Director as chief executive, and to put in place suitable arrangements for monitoring his/her performance.
3. To delegate authority to the Director of the School, as chief executive, for the academic, corporate, financial, estate and personnel management of the institution. 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 Director.
4. 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.
5. To ensure processes are in place to monitor and evaluate the performance and effectiveness of the School against the plans and approved key performance indicators, which should be, where possible and appropriate, benchmarked against other comparable institutions.
6. To establish processes to monitor and evaluate the performance and effectiveness of the Council as governing body itself.
7. 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.
8. To safeguard the good name and values of the School.
9. To appoint a Secretary to the Council and to ensure that, if the person appointed has managerial responsibilities in the institution, there is an appropriate separation in the lines of accountability.
10. To be the employing authority for all staff in the School and to be responsible for establishing a human resources strategy.
11. To be the principal financial and business authority of the School, to ensure that proper books of account are kept, to approve the annual budget and financial statements, and to have overall responsibility for the School's assets, property and estate.
12. To be the School's legal authority and, as such, to ensure that systems are in place for meeting all the School's legal obligations, including those arising from contracts and other legal commitments made in the School's name.
13. To make such provision as it thinks fit for the general welfare of students, in consultation with the Academic Board.
14. To act as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the School.
15. To ensure that the School's Memorandum and Articles of Association are followed at all times and that appropriate advice is available to enable this to happen.