



# Ordinance 5

## The Council: Statement of Primary Responsibilities

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**Policy owner:** University Secretary

**Policy contact:** Geraint Pugh, [gop2@aber.ac.uk](mailto:gop2@aber.ac.uk) / 01970 62 2114

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## **ORDINANCE 5**

### **THE COUNCIL: STATEMENT OF PRIMARY RESPONSIBILITIES**

The Council shall seek to promote the objects of the Institution as defined in its Charter, involving the safeguarding of the good name and values of the Institution, and to ensure that the Institution is responsive to the interests of its stakeholders, including students, the local community and funding bodies.

The Council exercises all powers available to the Institution except those expressly given to other bodies. Decisions of Council, unless otherwise specifically provided for, shall be taken by a majority of those members present and voting.

#### List of Primary Responsibilities

1. To set and agree the strategy, the mission, and vision of the Institution with the Executive.
2. To agree long-term academic and business plans, and key performance indicators, and ensure that these meet the interests of stakeholders, especially students and staff.
3. To safeguard the good name and values of the Institution, its sustainable operation and development, and ensure that all students and staff have opportunities to engage with the governance and management of the Institution.
4. To ensure that the Institution's governing documents are followed at all times, and that appropriate advice is available to enable this to happen.
5. To conduct its business in accordance with best practice in Higher Education corporate governance including, the Governance Charter for Universities in Wales, the CUC Higher Education Code of Governance, and with the principles of public life drawn up by the Committee on Standards in Public Life.
6. To ensure processes are in place to monitor and evaluate the performance and effectiveness of the Institution against the strategy, 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 Council itself, as the governing body.
8. To be the principal financial and business authority of the Institution, to ensure that proper books of account are kept, to approve the annual budget and financial statements, and to have overall accountability for the Institution's assets, property and estate.
9. To ensure the establishment and monitoring of systems of control and accountability, including financial and operational controls and risk assessment, value for money, and procedures for handling internal grievances and for managing conflicts of interest.
10. To receive assurances that adequate provision has been made for the general welfare of students.
11. To promote a culture which supports inclusivity and diversity across the Institution.
12. To maintain and protect the principles of academic freedom and freedom of speech legislation.
13. To be the Institution's legal authority and, as such, to ensure that systems are in place for meeting all the Institution's legal obligations, including those arising from contracts and other legal

commitments made in the Institution's name. This includes accountability for health, safety and security, and for equality, diversity and inclusion.

14. To act as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the Institution; and ensure the maintenance of the University's status as a registered charity.
15. To delegate authority to the Vice-Chancellor, as chief executive, for the academic, corporate, financial, estate and human resources 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 Vice-Chancellor.
16. To be the employing authority for all staff in the Institution, and to be accountable for ensuring that an appropriate human resources strategy is established and implemented.
17. To appoint the Vice-Chancellor, as chief executive, and to put in place suitable arrangements for monitoring their performance.
18. To appoint a Clerk 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.