

CARDIFF METROPOLITAN UNIVERSITY

Statement of Primary Responsibilities of the Board of Governors

1. To approve the educational character, 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.
2. To delegate authority to the Vice-Chancellor & Principal, as chief executive, for the academic, corporate, financial, estate and personnel management of the University. 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 head of the institution.
3. 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.
4. To ensure processes are in place to monitor and evaluate the performance and effectiveness of the institution against the plans and approved key performance indicators, which should be, where possible and appropriate, benchmarked against other comparable institutions.
5. To establish processes to monitor and evaluate the performance and effectiveness of the governing body itself and its committees.
6. 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.
7. To safeguard the University's good name and values.
8. To appoint the Vice-Chancellor & Principal as chief executive and as designated officer for the purposes of the Funding Council's Financial Memorandum, and to put in place suitable arrangements for monitoring his/her performance.
9. To appoint a Clerk to the governing body and to put in place suitable arrangements for monitoring his/her performance.
10. To be responsible for the appointment, assignment, grading, suspension, dismissal and determination of the pay and conditions of service of the Vice-Chancellor & Principal, the Clerk to the Board of Governors and the holders of senior posts as the Board of Governors may determine after consultation, where appropriate, with the Vice-Chancellor & Principal.
11. To be the employing authority for all staff in the University and to be responsible for establishing a human resource strategy including the setting of a framework for the pay and conditions of staff other than those referred to in paragraph 10 above.
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 ensure compliance with the Funding Council's Financial Management Code and the maintenance of the University's status as a registered charity.
14. To provide to HEFCW an annual assurance of quality and standards in accordance with the Quality Assurance Framework for Wales.
15. To report annually to HEFCW on the University's compliance with the statutory Prevent duty under the Counter-Terrorism and Security Act 2015.
16. To publish annually a statement in compliance with the Modern Slavery Act 2015.
17. 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 and compliance with legislation regarding such matters as equalities and information governance.
18. To make such provision as it thinks fit for the general welfare of students, in consultation with the Academic Board, and to take such steps as are reasonably practicable to ensure that the Students' Union operates in a fair and democratic way and is accountable for its finances.
19. To act as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the University.
20. To ensure that the University's constitution is followed at all times and that appropriate advice is available to enable this to happen.
21. To ensure that the University has a written policy on health and safety and to monitor the arrangements for the policy's implementation and development.

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