

STATEMENT OF PRIMARY RESPONSIBILITIES OF THE BOARD OF GOVERNORS (University of Northumbria at Newcastle)

The Board of Governors is the supreme decision-making body of the University. The principal responsibilities of the Board of Governors of the University of Northumbria at Newcastle are as follows:

GOVERNANCE

1. 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. To ensure the compliance of the University with ethical and professional standards and codes of conduct.
2. To safeguard and promote the good name and values of the University.

STRATEGY

3. To contribute to the development of and approve the Mission, Vision and Corporate Strategy of the University, its long-term academic and business plans, and to ensure that these meet the interests of stakeholders.

PERFORMANCE REVIEW

4. To approve Key Performance Indicators and ensure that processes are in place to monitor, evaluate and benchmark the performance and effectiveness of the University against its Corporate Strategy and comparator institutions.

GENERAL

5. To delegate authority to the Vice-Chancellor of the University, as chief executive, for the academic, corporate, financial, estate and personnel management of the institution. This delegation is subject to the Scheme of delegation, the Financial Regulations and other regulations from time to time of the University. To oversee and keep under regular review the activities of the University under the leadership, organisation, direction and management of the Vice-Chancellor.
6. To make such provision as it thinks fit for the general welfare of students, in consultation with the Academic Board of the University.
7. To act in an appellate capacity for the suspension or expulsion of University students on disciplinary grounds, and for the suspension and dismissal of University staff.
8. To establish and adhere to processes to monitor and evaluate the performance and effectiveness of the governing body itself.

EMPLOYMENT

9. To appoint the Vice-Chancellor and Chief Executive of the University, and to determine and put in place suitable arrangements for pay and conditions of service and the monitoring of his/her performance.
10. To appoint the Secretary to the Governing Body, and to determine and put in place suitable arrangements for pay and conditions of service and the monitoring of his/her performance. To ensure, in particular, that, if the person appointed has managerial responsibilities in the institution, there is an appropriate separation in the lines of accountability. To appoint such other University staff as the Board may determine from time to time to be senior post holders.
11. To be the employing authority for all staff in the institution and to be responsible for approving a human resources strategy, to encompass the framework of pay and conditions of service and discipline of all other staff of the University, as well as procedures for handling internal grievances and for managing conflicts of interest.

FINANCE

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 financial statements and to have overall responsibility for the University's assets, property and estate.
13. To approve, and keep under review expenditure against, the annual budget of the University.
14. To ensure the establishment and monitoring of systems of control and accountability, including financial and operational controls, with ultimate responsibility for the effective and efficient use of resources, thus ensuring the solvency of the University and the safeguarding of University assets. To be responsible for delivering value for money from public funds, taking into account guidance on good practice.
15. To support and assist the Vice-Chancellor in diversifying income streams for the University, and in raising private revenue by donations and through other sources, as shall be permissible under the obligations of the Board to ensure probity.
16. To ensure that funds from the Higher Education Funding Council for England (HEFCE) are used only in accordance with provisions of the Further and Higher Education Act 1992, the HEFCE Financial Memorandum, and any other conditions that HEFCE or other funding bodies may from time to time prescribe. To ensure that reasonable discretion is exercised in the use of public funds and account taken of any relevant guidance on accountability, sustainability or propriety.

RISK MANAGEMENT

17. To oversee the establishment and monitoring of a University Risk Management Strategy, to include the development and maintenance of a corporate risk register.

LEGAL AND COMPLIANCE

18. To ensure that the University's constitution is adhered to at all times and that appropriate advice and support, as is permissible within the obligations of the Board is offered to the Vice-Chancellor, management, staff and students in order to achieve effective governance and management of the University.
19. To be the institution's legal authority and, as such, to ensure that systems are in place for meeting all of the University's legal and charitable obligations, including those arising from the regulatory framework, contracts and other legal commitments made in the University's name.
20. To act as trustees, and ensure that the University complies with any wishes, in respect of any property, legacy, endowment, bequest or gift in support of the work and welfare of the University.
21. To follow the general principles of governance and voluntary code of best practice, as embedded in the CUC Governance Code of Practice and General Principles of Governance.

The Statement of Primary Responsibilities was approved by the 7 March 2011 meeting of the University's Board of Governors.

Philip Booth
University Secretary