

UNIVERSITY COURT

STATEMENT OF RESPONSIBILITIES

Introduction

Subject to the provisions of the University's Charter and Statutes and the rights of the Academic Council defined therein, the Court is the governing body of the University. Under the Charter, the Court '*shall direct the form, custody and use of the Common Seal and shall control, manage and administer all the revenue and property of the University, and shall have general responsibility for the conduct of the affairs of the University and shall exercise all such powers and duties as may be conferred upon it for these purposes by the Statutes or the Ordinances*'. In that context, the primary responsibilities of the Court are as follows:

Mission, vision and strategy

- 1 To develop and establish the mission and vision of the University and ensure that these take proper account of the interests of stakeholders.
- 2 To safeguard the good name, reputation and values of the University.
- 3 To approve the University's Strategic Plan and ensure that processes are in place to monitor and evaluate the performance and effectiveness of the University against it, including through the use of key performance indicators and benchmarks.
- 4 To approve key University strategies (for example in relation to Estates and Human Resources) in support of the achievement of strategic objectives.

Students and staff

- 5 To make appropriate provision for the general welfare of students, in consultation with the Academic Council.
- 6 To be the employing authority for all staff in the University and make appropriate provision for their general welfare.
- 7 To ensure that the University has in place effective arrangements for the management of its obligations in respect of the health and safety of students, staff and visitors.

Financial systems and control environment

- 8 To ensure the solvency and long-term sustainability of the University and oversee its financial management, through approving its Financial Strategy, business plans, annual budget and annual financial statements.
- 9 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.
- 10 To ensure the establishment and monitoring of systems of control and accountability, including financial and operational controls, arrangements for internal and external audit and

risk management, and procedures for handling internal grievances, dealing with complaints from members of the public, managing conflicts of interest and public interest disclosure.

- 11 To ensure that systems are in place for meeting all the University's legal and statutory obligations, including those arising from contracts and other legal commitments made in the University's name.
- 12 To ensure the proper use of public money, including compliance with the requirements of the Scottish Funding Council for Further & Higher Education and the Scottish Government.
- 13 To act as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the University.
- 14 To make appropriate arrangements, compliant with relevant legislation, for the trusteeship of any pensions scheme established by the Court for University employees.

Corporate governance

- 15 To have appropriate oversight of the work of the Academic Council, which under the Charter and Statutes is responsible for the academic work of the University, both in teaching and research, and for the regulation and superintendence of the education, discipline and welfare of the students of the University.
- 16 To approve and review the authority delegated to the Principal & Vice-Chancellor 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 Principal & Vice-Chancellor.
- 17 To approve and review the University's scheme of delegation to other officers other than the Principal & Vice-Chancellor and to University committees;
- 18 To ensure that the University's framework of corporate governance, including its Charter and Statutes, Ordinances, rules and regulations, and scheme of delegations, is complied with at all times, is regularly subject to review to ensure that it remains consistent with good practice, and that appropriate advice is available to enable this to happen.
- 19 To ensure that Court has in place a membership consistent with the Charter and Statutes and that its lay members have an appropriate balance of skills and experience.
- 20 To ensure that Court's business is conducted 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.
- 21 To establish processes by which Court can monitor and evaluate its own performance as a governing body and undertake a formal review of its own effectiveness every five years.

Senior management

- 22 To appoint the Principal & Vice-Chancellor of the University and put in place suitable arrangements for monitoring his/her performance.
- 23 To appoint a University Secretary and ensure that there is an appropriate separation of his/her lines of accountability to the Court and those for his/her managerial responsibilities within the University.
- 24 To put in place arrangements for determining and reviewing the performance, remuneration and terms and conditions of service of senior staff.

Policy, Planning & Governance
Approved by Court December 2006
Revised by Court June 2012