

UCL Council: Statement of Primary Responsibilities

The primary responsibilities of the Council of UCL shall be:

In general:

1. In accordance with Article 7 of the Charter and Statute 6 of UCL, to oversee the sound management and administration of the property and finances of UCL and, subject to the powers of the Academic Board, the conduct of UCL's affairs; and to discharge all such other powers and duties as may be conferred upon Council by the Statutes and Regulations for Management of UCL.

In particular:

2. To approve the mission and strategic vision of UCL, long-term academic and business plans and high-level key performance indicators (KPIs), and to ensure that these meet the interests of stakeholders.

3. To delegate authority to the President and Provost, as chief executive, for the academic, corporate, financial, estate and human resources management of UCL; and to establish and keep under regular review the policies and procedures for, including any limits to be applied to, the exercise of such management functions as shall be undertaken by and under the authority of the President and Provost.

4. To ensure the establishment and monitoring of systems of control and accountability, including financial and operational controls and risk assessment and management, and procedures for handling internal grievances and for managing conflicts of interest.

5. To ensure that processes are in place to monitor and evaluate the performance and effectiveness of UCL against plans and KPIs which, where possible and appropriate, should be benchmarked against other comparable institutions of higher education.

6. To establish processes to monitor and evaluate the performance and effectiveness of the Council 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 UCL.

9. To appoint the Chair of Council for such period as the Council deems appropriate (according to the provisions of the relevant Statute of UCL); and to elect a Vice-Chair of the Council and the Treasurer of UCL (according to the provisions of the relevant Statute of UCL).

10. To appoint the President and Provost as chief executive of UCL and to put in place suitable arrangements for monitoring her/his performance.

11. To appoint a secretary to Council and to ensure that, if the person appointed has managerial responsibilities in UCL, there is an appropriate separation in the lines of responsibility.

12. To be the employing authority for all staff in UCL and to be responsible for establishing a UCL human resources strategy.

13. To be the principal financial and business authority of UCL, to ensure that proper books of account are kept, to approve the annual Budget and Financial Statements, and to have overall responsibility for UCL's assets, property and estate.

14. To be UCL's legal authority and, as such, to ensure that systems are in place for meeting all of UCL's legal obligations, including those arising from contracts and other legal commitments made in the name of UCL.

15. To make such provision as it sees fit for the general welfare of students of UCL, in consultation as appropriate with the Academic Board.

16. To act as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of UCL.

17. To ensure that UCL's instruments of government (ie the Charter, Statutes and Regulations for Management) are followed at all times and that appropriate advice is available to enable this to happen.

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