

STATEMENT OF PRIMARY RESPONSIBILITIES OF THE BOARD OF GOVERNORS

In compliance with the Memorandum and Articles of the Institution and in alignment with good practice, to:

1. determine the educational character and mission of Trinity Laban through approval of long-term academic and business plans and key performance indicators, and ensure these meet the interests of the stakeholders;
2. delegate authority to the Principal, as chief executive, working with the Executive Team of the institution, and 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. ensure the establishment and monitoring of systems of control and accountability, including financial and operation controls and risk assessment, and procedures for handling internal grievances and for managing conflicts of interest in order to ensure the effective and efficient use of resources, the solvency of Trinity Laban and for safeguarding its assets;
4. approve annual estimates of income and expenditure and 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. establish processes to monitor and evaluate the performance and effectiveness of the governing body itself;
6. 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 (Annex A);
7. safeguard the good name and values of the institution;
8. conduct the appointment, grading, suspension, appraisal, assignment, dismissal and determination of the pay and conditions of service of the Principal as chief executive, and other senior post holders as identified by the Board, and put in place suitable arrangements for monitoring their performance;
9. appoint a secretary to the governing body and ensure that, if the person appointed has managerial responsibilities in the institution, there is an appropriate separation in the lines of accountability;
10. set a framework for the pay and conditions of service of all other staff and be responsible for establishing a human resources strategy;

11. 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;
12. make such provision as it thinks fit for the general welfare of students, in consultation with the Academic Board;
13. act as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the institution;
14. ensure that the institution's constitution is followed at all times and that appropriate advice is available to enable this to happen.

July 2019

Annex A

SEVEN PRINCIPLES OF PUBLIC LIFE

The Seven Principles of Public Life drawn up by the Committee on Standards in Public Life. These principles are as follows:

Selflessness - Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their families or their friends.

Integrity - Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

Objectivity - In carrying out public business, including making public appointments, awarding contracts or recommending individuals for rewards and benefits, holders of public office should make choices on merit

Accountability - Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness - Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty - Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership - Holders of public office should promote and support these principles by leadership and example.