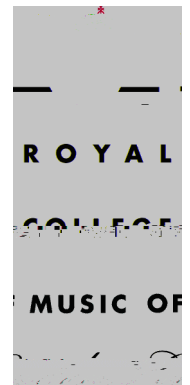


# STATEMENT OF PRIMARY RESPONSIBILITIES AND DELEGATION OF POWERS



## Statement of primary responsibilities

1. The Council is responsible for:
  - approving the mission and strategic vision of the College, long-term business plans, key performance indicators (KPIs) and annual budgets, and ensuring that these meet the interests of stakeholders
  - appointing the Director and putting in place suitable arrangements for monitoring his/her performance
  - ensuring the establishment and monitoring of systems of control and accountability, including financial and operational controls and risk assessment, clear procedures for handling internal grievances and for managing conflicts of interest
  - monitoring institutional performance against plans and approved KPIs, which are, where possible and appropriate, benchmarked against other institutions

## RCM Royal Charter and Statutes

2. The College's Royal Charter specifies that:

5. The College shall have a Council which shall be the supreme governing body of the College and shall be responsible for the exercise of the College's powers. The functions of the Council shall include, without limitation:
  - a. ensuring the effective anm B-0.924 0 nm B- nm B(hm) 2 (ent) -2 rmrhme,-2 (hout -1 (eohm) 2 (ex) -1 ((r)- 10



## Delegation of powers to the Director

6. The Director is the College's chief executive. As such, he/she is responsible for providing leadership to the College – proposing an institutional vision and strategy and implementing agreed plans, supported by the Directorate. He/she manages the College's staff and other resources and acts as designated officer to the Office for Students.
- To determine and revise the organisational/departmental structure of the College, including posts within departments or other organisational structures.
  - To appoint all staff, other than members of the senior staff.
  - To approve job descriptions and to keep these under review, including those of senior staff.
  - To review the performance of all staff, including senior staff; taking disciplinary action and dismissing staff, where necessary, in accordance with HR policies and procedures.
  - To make expenditure within the approved College budget and to approve unbudgeted expenditure that is not of a material nature.
  - Within the context of the Strategic Plan and with reference to the Senate where appropriate, to direct the academic, artistic, research and administrative priorities of the College, including quality assurance matters.
  - Within the context of the Strategic Plan, to determine annual student number planning policy by principal study,

- Decisions may be delegated to the Chairman outside meetings by correspondence with Council members, including by email, when initiated by the Chairman, by the Clerk or by the Director.

Clerk to the Council  
Kevin Porter  
October 2006, February 2016

Clerk to the Council  
Charlotte Martin  
March 2021

Approved by Council  
March 2021