



## **Governor Code of Conduct**

### **Roles and responsibilities**

As a Governor of Leeds Arts University, you should:

1. Ensure that you have a clear understanding of the different roles and responsibilities of the Board of Governors, the Vice-Chancellor and the Academic Board as set out in the Articles of Government, and, in particular, the Board of Governors' responsibility for strategy and oversight and the Vice-Chancellor's responsibility for operational management.<sup>1</sup>
2. Be actively involved in the formulation, approval and review of the University's strategic plan.
3. Understand the University's strategic plan and monitor University performance through agreed annual reports.
4. Safeguard the University's assets and ensure the efficient and effective use of its resources, its long-term financial sustainability, and the proper use of income received from funding agencies and other bodies.
5. Ensure the establishment and monitoring of systems of control and accountability, including appropriate risk management.

### **Behaviour and conduct**

As a Governor of Leeds Arts University, you should:

1. Support the values, aims and objectives of the University.
2. Encourage trust and openness by acting as a critical friend, providing constructive challenge and support to the Vice-Chancellor which acknowledges the Vice-Chancellor's responsibility for operational management
3. Show the highest loyalty to the University and act in its best interests at all times, including: not accepting mandates given to you by any other person or body; avoiding actual or potential conflicts between your personal or family interests and the interests of the University; declaring any relevant interest in line with the Board's policy on conflicts of interest.
4. Discharge your duties as a Governor with skill, care and diligence.
5. Act in accordance with the seven principles of public life laid down by the Nolan Committee i.e. selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
6. Be considerate and respectful of others' views, evaluating them without prejudice, and being inclusive of others at all times.

7. Help the Board work effectively and efficiently by attending meetings, making knowledge and expertise available and ensuring that the Board operates within its agreed governance arrangements.
8. Abide by the collective decision of the Board of Governors, even if you voted against the decision or were absent from the relevant meeting, and accept that, unless agreed otherwise by the Board of Governors, the Chair of Governors and/or the Vice-Chancellor will normally make any public statements on behalf of the Board.
9. Respect the confidentiality of those items of business which the Board of Governors has decided should remain confidential.
10. Enhance your effectiveness as a Governor by keeping up to date with developments in further and higher education and taking advantage of training and development opportunities.
11. Use your personal influence and networking skills on behalf of the University, if asked to do so by the Board of Governors.

<sup>1</sup> *Further details are provided below.*

**The roles and responsibilities of the Board of Governors, the Vice-Chancellor and the Academic Board can be summarised as follows:**

- Governors approve the educational character and mission of the University, ensure financial solvency, safeguard the University's assets and provide oversight of the University activities i.e. as a Governor you have a strategic and monitoring role.
- The Vice-Chancellor and Chief Executive of the University makes proposals to the Board of Governors on the educational character and mission of the University, prepares estimates of income and expenditure for approval by the Board of Governors, manages the University's budget within the estimates approved by the Board of Governors, is responsible for the organisation, direction and management of the University and the leadership of the staff, and determines the University's academic activities after consultation with the Academic Board i.e. the Vice-Chancellor has an executive role.
- Within the responsibilities of the Board of Governors and the Vice-Chancellor, the Academic Board is responsible for academic quality and stewardship of academic standards including general issues relating to research, scholarship, teaching and courses i.e. the Academic Board has an academic role.

**Approved by the Board of Governors - 5 July 2023**

**Signed:**

**Date:**