

## Role and functions of the ACU Council

1. The Council is the governing body of the ACU responsible for overseeing the ACU's activities and determining its future direction. It will ensure compliance with the laws of England, with the ACU's Charter, Statutes and Regulations and with the ACU's core policies and procedures relating to governance.
2. The Council takes final decisions on matters of fundamental concern and strategic importance to the ACU.
3. The Council shall act prudently in exercising overall responsibility for the ACU's assets and property including its reputation.
4. The Council is collectively responsible for the solvency of the ACU.
5. The Council shall meet face to face at least twice a year.
6. All members of the Council shall exercise their responsibilities in the interests of the ACU as a whole rather than acting as representatives of any constituency.
7. The proceedings of the Council shall be conducted in as open a manner as possible and information and papers restricted only when the wider interests of the ACU or the public interest demand.
8. The Council shall in particular:
  - Approve the mission and strategic vision of the ACU, long-term business plans, key performance indicators and annual budgets
  - Approve the annual report and financial statements of the ACU
  - Establish and keep under review a framework of delegation to the Executive Committee and other committees and to the Secretary General and these delegations may include to the:
    - a. Executive Committee responsibility, *inter alia*, for (i) reviewing the ACU's mission, strategic vision and long term business plans and recommending these to the Council for approval; (ii) reviewing and recommending to the Council for approval annual budgets; (iii) ensuring the implementation of the approved strategies and budgets; and (iv) supervising and directing the ACU's activities generally, including supporting the Secretary General and his/her staff
    - b. Audit and Risk Committee responsibility for preparing a risk strategy and management policy
    - c. Remuneration Committee responsibility for remuneration of staff
    - d. Secretary General responsibility for the general management and day-to-day operation of the ACU
  - Oversee and monitor the delegations to committees and the Secretary General
  - Take overall responsibility for risk strategy
  - Ensure appropriate systems of control and accountability are in place and monitored (including mechanisms for the prevention of fraud, financial and operational controls and risk assessment) and that procedures are in place for handling internal grievances and for managing conflicts of interest
  - Put in place suitable arrangements for appointing the Secretary General as chief executive of the ACU and monitoring his/her performance and carrying out his/her annual appraisal