

CROYDON COLLEGE CORPORATION SCHEME OF DELEGATION

The Corporation	<p>Under Article 9 the Governing Body shall not delegate authority for:</p> <ul style="list-style-type: none"> a) the determination of the educational character and mission of the College; b) the approval of the annual estimates of income and expenditure; c) responsibility for ensuring the solvency of the institution and the Corporation and for safeguarding their assets; d) the appointment (or dismissal) of the Principal or holder of a senior post; e) the appointment (or dismissal) of the Clerk; f) the modification or revocation of the Articles of Government; <p>and elsewhere the power to determine an appeal under Articles 10, 16, 17.</p>
Governing Body	<p>The Governing Body may delegate any of its functions not listed in Article 9 to a Committee, the Chair (or in his/her absence, the Vice Chair) or the Principal (Article 4).</p> <p>The Governing Body must establish a Search Committee (Article 5) and an Audit Committee (Article 6).</p> <p>The Governing Body shall not appoint Governors (other than the Principal, the Staff and Student Governors) without first considering the advice of the Search Committee.</p>
Chair	<p>The Chair may deal with those matters specifically delegated to him/her by the Governing Body (Article 4). Currently delegations are:</p> <ul style="list-style-type: none"> a) Authority to take action on behalf of the Governing Body on matters relating to the Capital Project which the Chair judges too urgent to await a meeting of the Governing Body – agreed 24 March 2004. b) Authority to approve design changes over £50,000 for Phase 2 - agreed 12 December 2007. c) Authority to act (with either the Principal or the Chief Operating Officer) in matters relating to the loan for the Capital Project – agreed 9 July 2008. <p>The Chair may not have delegated authority in relation to any matters listed under Articles 9 & 10, or those responsibilities delegated to the Principal under Article 3(2).</p>
Committees	<p>May deal with any matters delegated to them by the Governing Body (Article 4 (1)).</p> <ul style="list-style-type: none"> a) The Audit Committee is a mandatory requirement and is to advise on matters relating to audit requirements and systems of internal control (Article 6). b) The Search Committee is a mandatory requirement (Article 6) and is to advise on the appointment of Governors. The Governing Body has established a Search and Governance Committee with a remit to advise on governance matters too. c) The Governing Body may not delegate to committees any matters in Article 9. <p>The Governing Body has agreed terms of reference of each Committee which sets out those matters delegated to each Committee.</p>
Principal	<p>Article 3 (2) allocates the following specific responsibilities to the Principal:</p> <ul style="list-style-type: none"> a) making proposals to the Corporation about the educational character and mission of the institution and implementing the decisions of the Corporation; b) the determination of the institution's academic and other activities; c) preparing annual estimates of income and expenditure for consideration and approval by the Corporation, and the management of budget and resources within the estimates approved by the Corporation; d) the organisation, direction and management of the institution and leadership of the staff; e) the appointment, assignment, grading, appraisal, suspension, dismissal and determination, within the framework set by the Corporation, of the pay and conditions of service of staff, other than the holders of senior posts or the Clerk, where the Clerk is also a member of the staff; and f) maintaining student discipline and, within the rules and procedures provided for within these Articles, suspending or expelling students on disciplinary grounds or expelling students for academic reasons. <p>The Principal may delegate any of her functions other than (i) the management of budget and resources and (ii) any functions that have been delegated to the Principal by the Governing Body, to another senior post holder (Article 11).</p>
Senior Post Holders	<p>May deal with any of the Principal's functions, other than the management of the budget and resources, which the Principal delegates to him/her (Article 11). The Principal has delegated to the Deputy Chief Executive the power to dismiss a member of and consequently, the Governing Body has delegated to the Principal the power to determine an appeal in connection with the dismissal of a member of staff.</p>

Senior post holders are currently the Principal, the Deputy Chief Executive, and the Clerk to the Governors. Committees are currently Audit, Learning & Quality, Finance & Resources, Search & Governance and Remuneration. The Governing Body has also established a Capital Projects Working Group.