



The
University
Of
Sheffield.

A
Remarkable
Place
To Work

Appointment to The Council of the University of Sheffield.

October 2022

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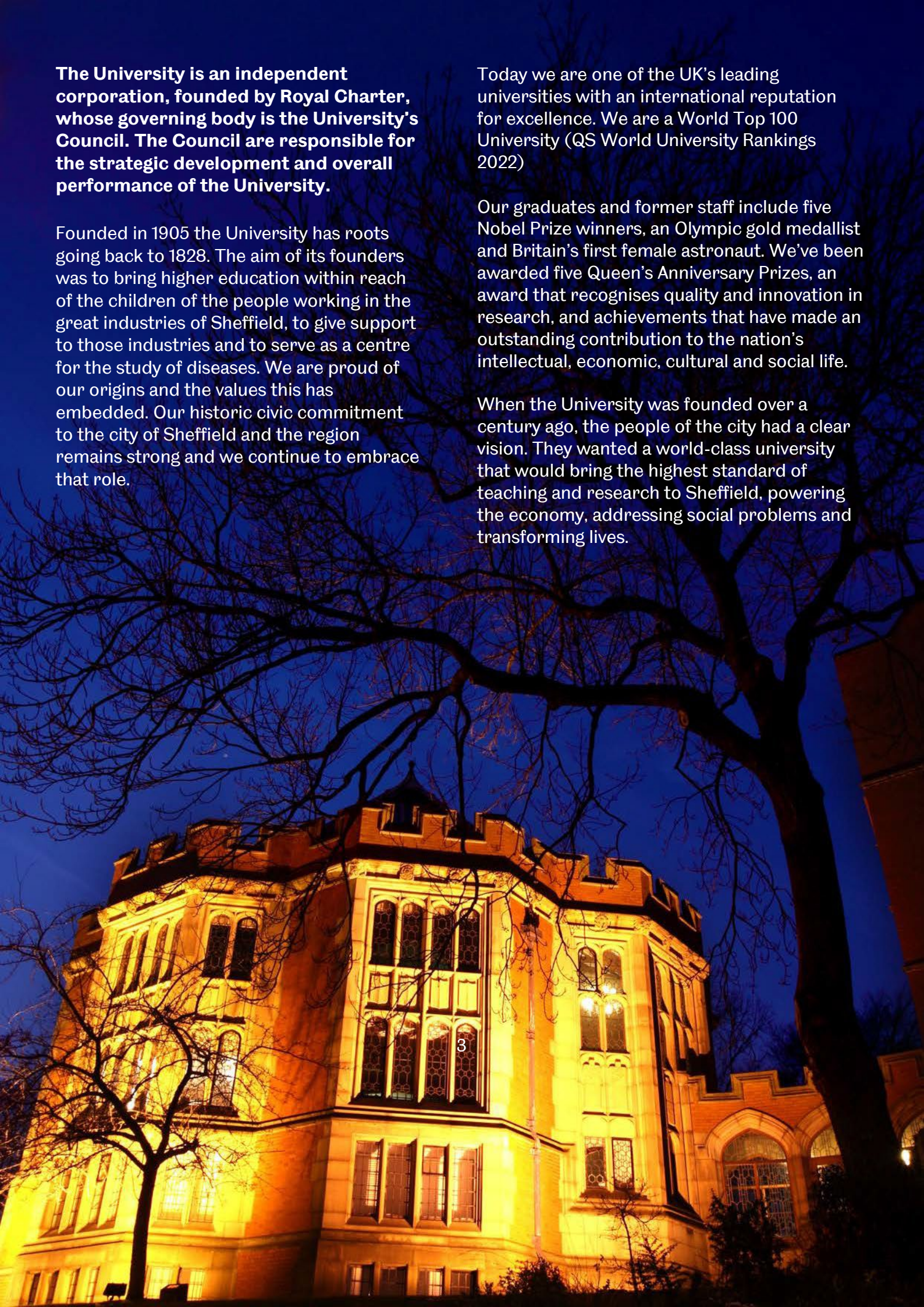
The University is an independent corporation, founded by Royal Charter, whose governing body is the University's Council. The Council are responsible for the strategic development and overall performance of the University.

Founded in 1905 the University has roots going back to 1828. The aim of its founders was to bring higher education within reach of the children of the people working in the great industries of Sheffield, to give support to those industries and to serve as a centre for the study of diseases. We are proud of our origins and the values this has embedded. Our historic civic commitment to the city of Sheffield and the region remains strong and we continue to embrace that role.

Today we are one of the UK's leading universities with an international reputation for excellence. We are a World Top 100 University (QS World University Rankings 2022)

Our graduates and former staff include five Nobel Prize winners, an Olympic gold medallist and Britain's first female astronaut. We've been awarded five Queen's Anniversary Prizes, an award that recognises quality and innovation in research, and achievements that have made an outstanding contribution to the nation's intellectual, economic, cultural and social life.

When the University was founded over a century ago, the people of the city had a clear vision. They wanted a world-class university that would bring the highest standard of teaching and research to Sheffield, powering the economy, addressing social problems and transforming lives.



Our Research and its Impact

Our research changes lives for the better and advances our understanding of what it means to be human.

We work with other leading universities, governments and multinational companies to tackle the biggest challenges facing the world today.

Our partnerships with leading companies like Boeing and Rolls-Royce set a new standard for industrial research. The opening of the McLaren Composites Technology Centre in November 2018, attracted by our world-leading research, outstanding facilities and our established partnerships with industry, signals our ambition and capability in supporting industry.

Our outstanding performance for research, as a member of the Russell Group of 24 leading UK research universities, is consistently confirmed by independent assessment.

In 2019 we launched four new flagship research institutes – the Neuroscience Institute, Energy Institute, Healthy Lifespan Institute, and the Institute for Sustainable Food. The institutes build on the pioneering work already taking place at the University, creating a bold focal point for some of our key research strengths.

In May 2019, we became the UK's No 1 university for engineering research income and investment, further strengthening our reputation as a global leader in fundamental and translational research.



Our Education and Student Experience

Excellence in research-led learning is one of our core values. We teach in creative and innovative ways to provide a stimulating and inspiring learning environment for our students. We continue to deliver excellent teaching and an outstanding student experience.

We were awarded Silver in the Teaching Excellence Framework, overall student satisfaction is over two per cent above the sector average, according to the latest National Student Survey (NSS), and our Students' Union has won Whatuni Student Choice Award for Best Students' Union for five consecutive years and is ranked number 1 in the Russell Group in the latest NSS.

Our teaching is research-led and our staff are some of the leading researchers in their field. The University was rated in the top 10 in the UK for 'research power'. This gives our students the opportunity to study with top-flight researchers to gain the most up-to-date knowledge and skills.

We also aim to nurture the personal and intellectual qualities needed for rewarding employment and a fulfilling life beyond university. Sheffield graduates are highly regarded by employers and enjoy excellent career prospects. We are top in Yorkshire and Humber for graduate prospects from the Higher Education Statistics Agency (HESA).



About the University's corporate governance

The University is an independent corporation, whose legal status derives from a Royal Charter granted in 1905. It holds charitable status and members of Council are charitable trustees. The University's objectives, powers and governance framework are set out in the Charter and in supporting Statutes and Regulations. The Charter requires the existence of the following two bodies, whose main functions are detailed below.

The Council is the governing body of the University, responsible for the conduct of all areas of business and the strategic development and overall achievement of the University's mission. The matters specifically reserved to the Council for decision are set out in the University's Statutes and Regulations. The Council reserves to itself the responsibility for the ongoing strategic direction of the University; for the approval of financial forecasts, annual audited accounts and budget; approval of major developments; and the receipt of regular reports on the day-to-day operation of its business and subsidiary companies. Council delegates some of its powers to other bodies and individuals as appropriate and in accordance with a published Scheme of Delegation. Much of the work of the Council is carried out through formally constituted committees, including the following:

- Audit and Risk Assurance Committee
- Finance Committee
- Equality, Diversity and Inclusion Committee
- Nominations Committee
- Senior Remuneration Committee

The Senate is the academic authority of the University, whose role is (subject to the control and approval of Council) to ensure academic standards, the quality of teaching and research and the admission and regulation of students. Chaired by the President & Vice-Chancellor, its membership is drawn mainly from the academic staff of the University and also includes student representatives.

The University Executive Board is the President & Vice-Chancellor's advisory group and comprises: The President & Vice-Chancellor, Provost & Deputy Vice Chancellor, the five Vice-Presidents & Heads of Faculty, the Vice-Presidents for Research, Innovation and Education, the Chief Financial Officer, Chief Operating Officer and Director of Human Resources, with the University Secretary in attendance at meetings.

Our staff work across five Faculties: **Arts and Humanities, Engineering, Medicine, Dentistry and Health, Science and Social Sciences**. Each Faculty is led by a Vice-President & Head of Faculty, and supported by a senior team including a Faculty Director of Operations.

About membership of the Council

There are a maximum of twenty members of the Council. Council comprises external, academic and student members appointed under the Statutes and Regulations of the University. The external members form a majority and comprise the Chair of Council, one or two further Pro-Chancellors, the Treasurer and seven or eight other external members. The role of the Chair of the Council is separate from the role of the University's Chief Executive, the President & Vice-Chancellor. University staff members comprise the Vice-Chancellor, two or three senior academic officers, three members of the Senate and one member of the professional staff. There is also one student member (the President of the Students' Union) and provision exists for a second Students' Union Officer (responsible for Union finances) to attend on a regular basis. The Secretary to Council is the University Secretary.

External members of Council are normally appointed to serve for a period of three years, with provision for reappointment. An induction programme is arranged for new members, tailored to their individual requirements. All members are encouraged to participate in events arranged by AdvanceHE as part of its Governor Development Programme.

Members of the Council may also be invited to serve on its Finance, Audit and Risk Assurance, or other committees, as well as taking a part in other aspects of University life, for example through involvement in task and finish groups or other initiatives where their skills and experiences can add value and attendance at degree congregations.

Council meets on five occasions a year, in October, November, February, April and July, to transact its formal business. An extended, away-day style meeting is normally held in June, and post-meeting dinners (sometimes involving discussion led by an external speaker) are also arranged. Members are expected to attend regularly and participate actively.

Membership of Council is not remunerated, but the University will meet the cost of travel, attendance at external events and similar expenses. The likely overall time commitment of members for Council business is approximately equivalent to 7 days per year.

The role and responsibilities of members of Council

Background

Council is the University's governing body. Subject to the powers delegated to the Senate in relation to academic matters, it has ultimate responsibility for the affairs of the University, determining its future direction and fostering an environment to achieve its mission. Council's powers and functions are prescribed in the University's Statutes and supporting Regulations. In carrying out its role, Council must meet the public interest governance principles and on-going conditions of registration as set out by the Office for Students. The University has also adopted the Committee of University Chair's (CUC) Higher Education Code of Governance.

Role and Responsibilities

The main collective responsibilities of members of Council (derived from the functions of Council set out in Regulation II) concern strategy, performance and accountability and can be summarised as follows:

- To promote and safeguard the interests of the University, supporting the development of its mission and strategic vision to meet the needs of stakeholders.
- To ensure that the University's performance against its strategic objectives is monitored and evaluated.
- To be the principal financial, business, legal and employing authority of the University and to have overall responsibility for its assets, property and estate.
- To ensure the establishment and monitoring of systems of control and accountability.
- To ensure that the University delivers its charitable objectives for the public benefit.
- To ensure that the University's Charter and Statutes are followed at all times; this includes applying that Academic, Teaching and Research staff have freedom within the law to question and test received wisdom, and advance new, or controversial, or unpopular opinions.

The role and responsibilities of members of Council

Standards and behaviours

- Members are expected to conduct themselves in accordance with accepted standards of behaviour in public life, which embrace selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- As charitable trustees, members are expected to discharge their duties of compliance, prudence and care and to accept ultimate responsibility for the affairs of the University and for ensuring that it delivers its charitable objectives for the public benefit.
- Members are expected to have a strong personal commitment to Higher Education and the values, aims and objectives of the University. They are expected to act as ambassadors and influencers for the University, promoting its activities and strategic aims in the wider community.
- Members are expected at all times to act fairly and impartially in the interests of the University as a whole, using independent judgement and maintaining confidentiality as appropriate.
- Members are expected to play an appropriate part in ensuring that the necessary business of Council is conducted efficiently and effectively. They are expected to use their knowledge and skills to make constructive and rational contributions to debate, to apply strategic insight to complex issues, and to challenge constructively and act as a critical friend to the University. In doing this, they must recognise the proper separation between governance and executive management.
- Members are responsible for ensuring that Council exercises control over the strategic direction of the University and that the performance of the University is adequately assessed against the strategic objectives approved by Council.
- Members are expected to follow the University Code of Conduct for members of Council.

Other expectations

- Members are required to submit an annual return to the University's Register of Interests, which will be made publicly available via the University's web pages. With respect to Council business, they must disclose any interest they have in any matter under discussion and accept the ruling of the Chair in relation to the management of that situation, so that the integrity of Council's business is maintained.
- Members are expected to attend all Council meetings and meetings of any other University committees of which they are a member, or to give timely apologies for absence.
- Members are expected to participate as appropriate in induction and development activities arranged by the University.
- Members may from time to time, and in accordance with the Regulations of Council and Financial Regulations, be asked to witness the application of the University Seal and act as a formal signatory to sealed documents on behalf of the University.

Further information

Governance and management:

<https://www.sheffield.ac.uk/govern>

Annual report and financial statements:

<https://www.sheffield.ac.uk/finance/finstatements>

Charter, Statutes of the University and Calendar

<https://www.sheffield.ac.uk/calendar>

Council's current membership, including brief biographies of individual members:

<http://www.sheffield.ac.uk/govern/council/councilmem>

Council minutes and papers:

<http://www.sheffield.ac.uk/govern/council/papers>

Council committees – terms of reference and membership:

<http://www.sheffield.ac.uk/govern/committees>



How to apply

In order to apply, please submit a short covering letter explaining why this appointment interests you and what you specifically would bring to the role together with your curriculum vitae (CV) with education and professional qualifications, full employment history and details of any Non-Executive experience.

Please also include your preferred contact details, which will be used with discretion. The CV should include names and contact details of two referees. Referees will not be approached until the final stages and not without prior permission.

The preferred method of application is to email the University Secretary at:

University.Secretary@Sheffield.ac.uk

For an informal conversation, please call:

Jeannette Strachan
Interim University Secretary
+44 (0) 114 222 1211

All applications will receive a response.

Inclusion at Sheffield is everyone's responsibility. Our vision is to build a University community that actively attracts, engages and develops talented individuals from many different backgrounds.

We are proud of our award-winning equality, diversity and inclusion action, and we continue to work to create a fully inclusive environment where everyone can flourish.

All candidates are also requested to complete an online Equal Opportunities Monitoring form which will be found at the end of the online application process.

Any information collated from the Equal Opportunities Monitoring forms will not be used as part of the selection process and will be treated as strictly confidential.

Timetable

The closing date is 28 November 2022.

Shortlisted candidates will be invited to attend a meeting with the Chair of Council, President & Vice-Chancellor and University Secretary.



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