3. Governance

Introduction

This section covers information relating to the way the institution is governed and how decisions are made. It includes information on the legal status of the institution, which individual member of staff or group within the organisation is responsible for specific functions and where they fit in the overall structure of the organisation. In some instances information from committee minutes will be exempt from disclosure where it contains personal information, information which may substantially prejudice the commercial interests of any person, information which may endanger the physical or mental health or the safety of an individual, or information which may substantially prejudice the effective conduct of public affairs.

Class Name	Class Definition	Examples/Comments	Web link to Information / Format of Information	Fee	Withheld Information
Legal Framework	Information on how the institution was established and its standing from a legal perspective	Examples Include: • Statutory Instrument • Institutional status under the Universities (Scotland) Acts or other piece(s) of primary or secondary legislation • History of Institution	**http://www.rgu.ac.uk/timeline**	Free	

Class Name	Class Definition	Examples/Comments	Web link to Information / Format of Information	Fee	Withheld Information
Governance Structure	The institution's governance structures and operational procedures	The Robert Gordon University does not have statutory bodies such as a Senate and Court. Instead, we have an Academic Council and Board of Governors. Examples Include: • Organisational Regulations (Covers all Board of Governor and Academic Council Committees, Standing Committees and Sub-Committees) • Committee Information e.g. minutes, memberships • Committee Structure Diagram • Governors' Handbook	**http://www.rgu.ac.uk/about/governance**	Free	

Class Name	Class Definition	Examples/Comments	Web link to Information / Format of Information	Fee	Withheld Information
Governance precepts	The institution's arrangements for compliance with good governance precepts.	Governance Board of Governors' Handbook Financial Statements The University follows the good governance in the CUC **Guide for members of Governing bodies of Universities** and the **Scottish Code of Good Higher Education Governance**	**http://www.rgu.ac.uk/about/governance** **http://www.rgu.ac.uk/about/governance/board-of-governors** **http://www.rgu.ac.uk/financial-services** **http://www.scottishuniversitygovernance.ac.uk** **www.scottishuniversitygovernance.ac.uk** **http://www.hefce.ac.uk/pubs/year/2009/200914/**	-	

Class Name	Class Definition	Examples/Comments	Web link to Information / Format of Information	Fee	Withheld Information
Conflict of interests	The institution's conflict of interests policies	Information on the circumstances in which members of the governing body, senior managers and other members of staff are expected to declare potential conflicts of interest. • **Ethics policy**	**www.rgu.ac.uk/file/conflict-of-interest-policy** **https://www.rgu.ac.uk/pals/school-info/ethics**	Free	
Register of interests	Institutional register of interests	Register of interests for members of the governing body, senior management, and any other bodies or offices covered by the institution's conflict of interest policies. Examples Include: • Board of Governors Policy • Register of Interests Hard copy of register available on request from Records Management, The Robert Gordon University, Schoolhill. Aberdeen AB10 1FR	Available on request, including an electronic copy. The individual Board of Governors' profiles contain a Register of interest section **http://www.rgu.ac.uk/about/governance/board-of-governors/board-of-governors-profiles**	Free	

Class Name	Class Definition	Examples/Comments	Web link to Information / Format of Information	Fee	Withheld Information
Institutional structure	A description of the institution's major organisational units and how these relate to each other	Description of broad responsibilities/activities of major organisational units (including all schools/academic departments). Examples Include: • Information on relevant senior managerial staff in major organisational units • Contact information for University for major organisational units. • Organisational (Management Structure) Organogram • Committee Structure Diagram	**http://wwww.rgu.ac.uk/organisational-chart** **https://www.rgu.ac.uk/about/governance/committees/committees**	Free	Some information may be exempted where it is deemed to be "personal information" under s.38 of the Act.

Class Name	Class Definition	Examples/Comments	Web link to Information / Format of Information	Fee	Withheld Information
Major committees	The activities of major committees with devolved decision-making powers	Examples Include: • Committee memberships and remits • Committee appointments procedures • Organisational Regulations • Standing orders, codes of conduct and other papers describing operations of major committees • Minutes and papers of meetings of statutory bodies and other major committees	**http://www.rgu.ac.uk/about/governance/committees**	Free	Where an abridged version is published, no exemptions apply. The full version contains information where disclosure would substantially prejudice our commercial interests under s.33 of the Act.

Class Name	Class Definition	Examples/Comments	Web link to Information / Format of Information	Fee	Withheld Information
Relationship with the General Council	The legal and structural basis of the institution's relationship with its General Council (or similar statutory bodies representing its graduates). The Robert Gordon University does not for the time being hold information under this particular class of information and is therefore unable to publish information under this class of information. If, in the future, The Robert Gordon University does hold information which falls under this class, then it will publish information under this class in line with the request.	The Robert Gordon University does not have a General Council			
General Council	Information on the operation and activities of the General Council. The Robert Gordon University does not for the time being hold information under this particular class of information and is therefore unable to publish information under this class of information. If, in the future, The Robert Gordon University does hold information which falls under this class, then it will publish information under this class in line with the request.	The Robert Gordon University does not have a General Council			

Class Name	Class Definition	Examples/Comments	Web link to Information / Format of Information	Fee	Withheld Information
Subsidiary Companies	Information on the names, addresses, broad functions and purposes of companies where the institution is a majority shareholder	Companies which are wholly-owned by a Scottish Public Authority are themselves covered by the Act. We will provide links to such companies' own publication schemes. RGU's wholly owned subsidiaries: Aberdeen Business School Aberdeen Management Centre Univation RGU The Energy University.	**http://www.rgu.ac.uk/about/governance/information-governance/freedom-of-information**	Free	
Honorary Degrees	Policies, procedures and awards of honorary degrees	Examples Include: • List of recent and forthcoming honorary degree awards • Policy (Part of Academic Regulation) • List of Honorary Graduates	**http://www.rgu.ac.uk/about/governance/committees/academic-council/honorary-degrees**	Free	