



THE UNIVERSITY  
*of* EDINBURGH

**University of Edinburgh**

**Delegated Authority Schedule**

*Approved by the University Court, 27 April 2020*

## Index

	<b>Page</b>
1. Introduction	2
2. Revenue Budgets and General Expenditure	3
3. Capital Budgets and Expenditure	3
4. Treasury and Cash Management	4
5. Income	5
6. Donations and Endowments	6
7. Students and Academic Activities	6
8. Staff	7
9. Novel and Contentious Arrangements	7
10. Disputes	8
Appendix 1 Glossary of Key Terms	9
Appendix 2 Revenue Budget Expenditure Delegations	10
Appendix 3 Capital Budget and Expenditure Delegations	11
Appendix 4 Treasury and Cash Management Delegations	12
Appendix 5 Income Delegations	14
Appendix 6 Donations and Endowments Delegations	15
Appendix 7 Student Matters and Academic Collaborations Delegations	16
Appendix 8 Staff Matters Delegations	17

## 1. Introduction

This Schedule lists those Committees or individuals to whom authority has been delegated by the University Court to commit the University to a contractual or quasi-contractual arrangement that may result in a liability to the University.

The following Court delegation **principles** should be adhered to by a Delegated Authority:

- All actions will not exceed the level of authority delegated by the University Court,
- Authorities not delegated under this Schedule and, for all commitments and transactions above the maximum delegated monetary values within this Schedule, authority remains with the University Court.
- All actions must be contained within the allocated and approved University budget unless otherwise stated,
- All actions must be consistent with [Strategy 2030](#) and the institutional objectives and priorities contained in the Plan, placing the University interest above that of its constituent parts,
- Any action should be consistent with the [Nine Principles of Public Life in Scotland](#),
- All decisions should be consistent with the [University's Risk Appetite Statement](#), and comply with legal and funding body obligations,
- Approval must be obtained before the point of committing to any transaction unless otherwise stated. All Procurement should be undertaken in line with the University's [Procurement Policy and Strategy](#)
- The total transaction cost over the full period of commitment and options for extensions must be detailed and any transactions of value over £1m should be notified to the Director of Finance
- The Schedule applies to all activities whether funded from restricted or non-restricted funds,
- Sufficient detail, evidence and relevant level of prior review and confirmation to support any action being requested must be provided to the delegated authority to allow them to make a decision and to allow them to demonstrate to Court, auditors or funders that an appropriate course of action is taken,
- Detailed financial sub delegations are approved by the relevant delegated authority holder and cannot exceed the value of delegation held by the delegated authority holder. This should be done by completing the [form](#) available on the Finance website. This does not delegate the overall responsibility of the delegated authority holder,
- All delegated authority holders named in this document are responsible for ensuring that appropriate business continuity plans are in place should they not be available to undertake their roles. In the absence of the Principal, the Delegated Authority is sub-delegated according to the [Principal's deputising arrangements](#).

The Delegated Authority Schedule is structured to show:

- The Committee or individual which must approve the transaction, arrangement or project, and
- The individual who holds the delegated signing authority to execute the transaction once approval has been given. The Court Signatory for transactions reserved to Court or otherwise not delegated is a member of Court, the University Secretary or one of the Deputy Secretaries in the absence of the University Secretary, in front of a witness.
- The individuals who need to be informed or consulted by a delegated signing authority or approver for transactions of certain types or above certain values.

Useful definitions of terms are contained within Appendix 1. The University Court regards each Head of College or Head of Professional Services as the designated main budget holder for their respective College or Group. The Senior Vice-Principal is the designated budget holder for Central Budget (known as Budget Area 7) and the Capital Budget.

Budget Holders have delegated authority to approve virements between activities within their respective budget and to approve transactions/projects within that budget up to the levels outlined below, in line with the University's legal obligations in relation to procurement<sup>1</sup>.

## 2. Revenue Budgets and General Expenditure

Approval of the University Annual Revenue Budget, any material increases, and transactions beyond delegated limits remains with the **University Court**. The approval of the design of the planning and budgeting process is delegated to the **Policy and Resources Committee (PRC)**. **Knowledge Strategy Committee** has delegated authority to approve projects within the Committee's Terms of Reference and for which the relevant Budget Holder confirms the appropriate resources are available within budget. Projects requiring additional resource must be referred to Policy and Resources Committee and Court. Transactions within approved projects that have been specified as part of the project approval do not require additional Committee approval if they are within the appropriate transactional approval limit.

Revenue expenditure within approved projects that have been specified as part of the project approval should be incorporated into the University business plan and do not require additional Committee approval and delegated authority for these transactions will sit with the appropriate Budget Holder.

Staff and Court Member expenses should be signed off in line with the University expenses policy. Staff expenses of Vice-Principals, Heads of College or Professional Services shall be authorised by the **University Secretary** and staff expenses of the Principal shall be authorised by the **Vice-Convenor of Court** (up to 31 July 2020) or the **Senior Lay Member** (from 1 August 2020). Court Member expenses shall be authorised by the **Deputy Secretary, Strategic Planning**.

Novel or contentious activities (refer to section 9) regardless of whether or not they incur revenue spend within delegated limits must also be entered into under the Delegated Authority Schedule.

A table confirming delegated approval levels for Revenue Budget transactions is given in Appendix 2.

### Leases

Leases of assets are revenue expenditure, so are approved through the revenue budget. Leases for Land and Buildings are approved through Estates Committee. All leases must be notified to the **Director of Finance** in advance of creating any financial commitment.

## 3. Capital Budgets and Expenditure

The **Policy & Resources Committee** approves the Estates Capital Plan <sup>(i)</sup> as part of the business planning process, and recommends the plan to the University Court, advising on any matters of concern and any proposals for significant subsequent amendments to the agreed estates programme.

### Land and Property Transactions

The **Estates Committee** has Delegated Authority to endorse the Estates Capital Plan, and to recommend the plan to Policy and Resources Committee for consideration through the business planning process. Estates Committee can endorse individual land and property transactions/projects consistent with the direction of the estates capital plan up to £10m. Estates Committee does not have authority to approve projects which require resource out with the estates capital plan. Such projects must be referred to Policy and Resources Committee and Court for approval (see section 2).

---

(i) The Estates Capital Plan is mainly capital expenditure in nature such as buildings and infrastructure. However, not all expenditure included in the Estates Capital Plan is capital, for example some projects will include asbestos removal, demolition and decant costs. This expenditure has to be planned and included within the University Revenue Budget. To ensure that both budgets are aligned correctly they are approved in tandem by the University Court through the annual business planning cycle.

The **Estates Committee** has Delegated authority to approve Estates Small Works Projects Budgets for each College/Professional Service Group and individual transactions/projects up to £1m within the overall Small Works Budget.

In the event that the scope or value of a project changes to raise its value above the approved budget the project must be referred back to the approving committee.

**City Deal Executive Governance Group (CDEGG)** has authority to approve, in line with HM Treasury approved projects, the replacement of University approved capital spend with City Deal Capital resource for those projects approved prior to formal commitment of the Edinburgh City Region Deal.

### **Capital Equipment Budgets**

The **Knowledge Strategy Committee** has delegated authority to approve projects within the Committee's Terms of Reference and for which the relevant Budget Holder confirms the appropriate resources are available within budget. Projects which require additional resource must be referred to PRC and Court.

Appendix 3 outlines the approvals and signatories for these activities.

The **Director of Legal Services** should be consulted for all disputes on contracts involving Land and Property Law over £1m or where there are matters of concern.

Approval from the **Scottish Funding Council** must be sought for the disposal of property purchased with public funds.

The **Joint Director of Procurement** has Delegated Authority to approve decisions regarding disputes with suppliers on framework agreements or approved contracts up to £1m.

## **4. Treasury & Cash Management**

Treasury Management Policies and Procedures are required to ensure that cash resources are managed securely and efficiently. Delegated approval levels and signing authorities are detailed in Appendix 4.

### **a. Bank Accounts**

- **University Court** must approve the appointment of retail bankers and the opening of new bank accounts.
- **The Director of Finance** will be the Court Signatory for approved appointments of retail bankers and the opening of new bank accounts.
- **Two Account Signatories** are required for amendment to bank mandates and the set-up of direct debits or standing orders.

### **b. Payments**

- Effective segregation of duties must be in place between the preparer, authoriser and release of payment, and based on an approved transaction under the other sections of this Schedule.
- All payment types, including cheques, BACS, electronic payments, foreign currency payments and payroll, require an approved account signatory to release payment.

### c. Borrowing, lending and investment

- The **Director of Finance** has Delegated Authority to manage investment maximisation of existing investments within existing mechanisms. Any individual transaction greater than £50m must be notified to the Investment Committee

### d. Other Financial Transactions

The **Policy & Resources Committee** has delegated authority to approve financial transactions for settlement of tax matters, incorporation and winding up of a subsidiary, creation of joint venture legal entities, write-off or write-down of money due and foreign exchange dealings, up to £10m.

All transactions listed in this section must be notified to the **Director of Finance**.

Approved financial transactions on tax matters, write offs and foreign exchange dealings can be signed by the **Director of Finance**. Approved transactions to incorporate and wind up subsidiary companies can be signed by the **Director of Corporate Services**. Dealings with corporate interests (separate to incorporation and winding up) in subsidiaries, joint ventures and spin outs can be approved and signed by the **Director of Corporate Services**.

## 5. Income

All income streams including research grants and commercial income should be assessed under the appropriate due diligence ethics procedures.

The **Director of Finance** has the Delegated Authority for the write off of unpaid income due to the University Group up to the value of £2m.

The delegated authority levels for income are outlined in Appendix 5.

### a. Research Grants

Delegated authority for the submission and acceptance of research grants is held by the **Director of Edinburgh Research Office** and the **Head of School**. All sources of income will be subject to the University's processes for ethical review. Revenue and capital expenditure for individual transactions are subject to standard financial authority limits.

All Grant applications, acceptances, tenders and standalone contracts above £5m should be notified to the **Director of Finance**.

The **Director of Corporate Services** has Delegated Authority for contracts ancillary to research as outlined in Appendix 5.

### b. Consultancy and Service Contracts

The **Chief Executive Officer of Edinburgh Innovations**, as the sub-delegate of the **Director of Corporate Services**, holds the Delegated Authority for contracts for the provision by the University of research and innovation related consultancy services, goods and services and access to equipment and facilities as outlined in Appendix 5. The Director of Information Services Group (ISG) has delegated authority for contracts for consultancy and services provided by ISG.

Consultancy must be undertaken in line with the University's consultancy policy. **Heads of School/Department** hold delegated authority for approval for individuals to undertake consultancy.

### c. Technology Transfer Agreements

The **Chief Executive Officer of Edinburgh Innovations**, as the sub-delegate of the **Director of Corporate Services**, holds the Delegated Authority in this area, as outlined in Appendix 5.

### d. Academic Fees

The **University Executive** has delegated authority to approve proposed Academic Fees values submitted by the Student Recruitment and Funding Strategy Group or its successor group to a limit of 5% change or 2% above RPI (whichever is higher). Any changes above this level or any strategic changes to fee structures should be approved by Court.

### e. Provision of other University Services

The University's standard terms and conditions will apply to the provision of University services. The Director of Procurement must approve any service agreement shared with another body. Any provision of goods or services outside of our standard terms and conditions should be reviewed by the **Director of Legal Services** prior to approval.

## 6. Donations & Endowments

### a. Donations

The **Development Trust** holds Delegated Authority for acceptance and utilisation of donations to the Trust. The Trust agrees the way in which they are used, in keeping with any restrictions placed on use by the donor and in consultation with the Ethical Fundraising Advisory Group.

If the donation involves land and buildings use must also be approved by the **Director of Estates**.

The **Director of Finance** should be notified of donation transactions greater than £500k.

The principles outlined in the [Gifts and Hospitality policy](#) should also be adhered to when considering donations.

### b. Endowments

The **Investment Committee** is responsible for proposing and agreeing investment objectives, including ethical investment decisions, with the University Court and has delegated authority to recommend through the Policy and Resources Committee an investment strategy appropriate to meet these objectives.

Delegated approval levels and signing authority are detailed in Appendix 6.

## 7. Students and Academic Activities

### Student Admissions

The **University Executive** approves the University's Admissions Policies following scrutiny and endorsement by the Recruitment and Admissions Strategy Group. Any strategic change to Admissions and Recruitment Policies must be approved by the **University Court**.

The **Head of College** has the Delegated Authority within the University's Admissions Policies (including signing authority for the relevant contracts; which may be sub-delegated) for individual student admission decisions for:

- Undergraduate
- Visiting undergraduate
- Taught postgraduate

- Research postgraduate
- Visiting postgraduate

The **Head of College** also has Delegated Authority (including signing authority for the relevant contracts; which may be sub-delegated) for:

- Collaboration Agreements for teaching and research purposes, **subject to academic agreement via Senate approval processes.**
- Provision of laboratory services.

Additional approval is required for the following Agreements, Schemes and Arrangements from:

- Agreements involving agencies and equivalents for the recruitment of international students must also be agreed by **Vice-Principal International.**
- European Union schemes for student exchanges and similar require the agreement of the **Erasmus Institutional Co-ordinator.**
- International student education and learning agreements and arrangements must be approved by the **Principal and/or Vice-Principal International.**
- The **Chief Information Officer** must approve Collaboration Agreements placing unusual demands on the Library, archiving, information technology and networking services.
- Any international collaboration must also be approved by the **Principal, University Secretary or Vice-Principal International.**
- The **Director of Finance** must be notified of financial commitments over £1m. Delegated approval levels and signing authority are detailed in Appendix 7.

## 8. Staff

### a. Appointments and promotions

Authority for the appointment and promotion of staff is delegated in accordance with the schedule in Appendix 8.

In cases where the arrangement concerned relates to the Principal, the Principal shall withdraw from the Remuneration Committee and take no part in the discussions or any decisions.

### b. Orders of Court, Tribunals or other judicial bodies

Authority for the implementation of legally binding orders of courts, tribunals or other judicial bodies in relation to employment matters as well as extra-judicial settlement of employment disputes is delegated as outlined in Appendix 8.

The **Director of Human Resources** and **Director of Finance** must be notified of all Awards prior to authorisation.

Authority in relation to other staff and salary decisions is delegated as detailed within Appendix 8.

## 9. Novel or Contentious Arrangements

Novel and contentious arrangements are by nature difficult to identify in advance but are likely to be in areas which are new to the University, potentially offer an opportunity out with currently defined strategy/core business or present a significant exposure to reputational risk.

In cases of doubt, for example in regard to novel or potentially contentious and high risk/legal matters, any items must be further escalated to the **Principal or University Secretary** for approval and presentation to the University Court irrespective of monetary value. Those propositions which have an international



dimension should be supported (given additional complexity) through the **International Ventures Group (IVG)** and highlighted to the Principal by the Vice-Principal International as Convener of IVG.

Examples of novel or contentious arrangements might include:

#### **a. Strategic UK or International Bids**

Large strategic, one-off calls for funding bids including joint bids with other institutions or agreements with institutions or other parties regarding sharing of monies or other University resources provided by external agencies for infrastructure for research or education.

Past examples of this type of proposal have included the development of National Institutes such as the Alan Turing Institute.

#### **b. Mergers and Strategic Alignments**

Proposals in this area are likely to involve in the UK or overseas:

- legal or reputation commitments (Memorandum of Agreement or Understanding)
- creation of a visible entity or joint venture,
- delivery or shared significant teaching, research or operational activities out with the University of Edinburgh campus locations, or
- the award of dual/joint degrees for multiple programmes.

### **10. Disputes**

The **University Secretary** has Delegated Authority for decisions and document management relating to the settlement of court actions or other disputes not falling within the remit of other parts of this Schedule for values up to £1m.

## Appendix 1 Glossary of Key Terms

Account signatory	Senior University staff appointed as bank account signatories to authorise bank transactions, mandates and standing orders
Approval authority	Authority to approve an action e.g. transaction, project etc.
Capital budget	Planned budget for acquiring an asset above the value determined by the University's <a href="#">Capital Policy</a> .
Capital expenditure	Costs associated with the acquiring of assets, i.e. land, buildings, and individual items of equipment above the value determined by the University's <a href="#">Capital Policy</a> .
Donation	Money that is given by a donor to fund University activities
Endowment	Money that is given by a donor which is invested to provide an income to fund particular activities
Head of School / Director of Department	Individual who is responsible for a distinct budget area of the University including deaneries and professional services departments.
Lease	A contract by which one party conveys the right to use an asset to another party for a specified time, usually in return for a periodic payment.
Main budget holder	The main budget holder is the Head of College / Professional Services Group
Non-restricted funds	University funding that has no restrictions on how it can be spent
Notification	Requirement to notify in writing the detailed individual or Committee that an action has taken place
Project	A schedule of activity that will result in a number of transactions
Requisition	The process of requesting to buy goods or services
Restricted funds	Funding that the University can only use for a specific purpose, e.g. a research grant.
Revenue budget	Planned operational budget approved by University Court
Revenue expenditure	Operational costs that are not classed as capital expenditure, e.g. salaries, small equipment, travel.
Signing authority	Authority to sign on behalf of an approving Committee or individual following confirmation of that approval. The approval and signing authority may be the same individual.
Small works	Capital projects (broadly less than £1m per project) funded through the Small Works capital programme
Sub delegation	The authority to further delegate power to another individual or committee. This does not delegate the overall responsibility of the delegated authority holder.
Transaction	An individual commitment to cash flowing in or out of the University Group

## Appendix 2 Revenue Budget Expenditure Delegations

Approval authority delegated to:	University Court	Knowledge Strategy Committee	Estates Committee	Principal	Main Budget Holder	Head of School/ Department	Director of Finance	Director of Procurement	Director of Estates
Individual requisitions within approved revenue budget	>£2m			£2m	£1m	£500k			
Knowledge Strategy projects within budget	>£2m	£2m			£500k				
Staff expenses				£100k	£50k	£10k	£50k		
Framework Agreements and Contracts	>£2m			£2m			£1.5m	£1m	£1m
Decisions regarding disputes with suppliers on framework agreements or approved contracts	>£2m			£2m			£1.5m	£1m	
All advertising of planned acquisitions over the legal thresholds								All	
Land and building leases	Greater than £5m > 10 years to £10m < 30 years		£5m > 10 years to £10m < 30 years						

Signing authority delegated to:	Court Signatory	Convener of Estates Committee	Principal	Main Budget Holder	Head of School/ Department	Director of Corporate Services	Director of Estates
Formal acceptance of approved contracts and requisition of goods, services and works through a framework agreement	>£2m		£2m	£1m	£500k		
Formal acceptance of approved contracts and requisition of goods, services and works outwith regulated procurement	>£1m		£1m	£500k	£50k		
Knowledge Strategy projects within budget	>£2m		£2m	£1m	£500k		
Land & buildings leases	Greater than £5m > 10 years to £10m < 30 years	£5m > 10 years to £10m < 30 years				£5m < 10 years	£2m < 10 years

### Appendix 3 Capital Budget and Expenditure Delegations

Approval authority delegated to:	Court	PRC	Estates committee	KSC	Principal	Main Budget Holder	Director of Estates
Individual transactions within approved budget	>£5m small works, £10m other estates		£5m small works, £10m other estates	£2m equipment	£2m	£1m small works	£1m small works / other estates
Projects (where resources available within the Capital budget)		>£10m	£10m	£2m			
Acquisition and disposal of land and buildings	> £10m		£10m				

Signing authority delegated to:	Court Signatory	Convener of Estates Committee	Director of Corporate Services	Director of Estates
Acceptance of contracts and requisition of goods, services and works	> £10m	£10m	£5m	£2m
Acquisition and disposal of land and buildings	> £10m	£10m	£5m	£2m

## Appendix 4 Treasury and Cash Management Delegations

Approval authority delegated to:	University Court	PRC	Principal	Director of Corporate Services	Director of Finance
Appointment of bankers/bank account set up	All				
In plan new borrowings, lending and investment transactions	>£10m	£10m			
In plan existing investment transactions within existing mechanisms	>£600m				£600m
Social investments within Treasury Mandate	>£10m	£10m			£1m
Secured and unsecured loans to third parties	>£10m	£10m	£10m		£1m
Financial transactions for settlement of tax matters, incorporation & winding up of a subsidiary, creation of joint venture legal entities, write-off or write-down of money due and foreign exchange dealings	>£10m	£10m			£2m (write-off of money due)
Dealings with corporate interests (separate to incorporation and winding up) in subsidiaries, joint ventures and spin outs				All	

<b>Signing authority delegated to:</b>	<b>Court Signatory</b>	<b>Principal</b>	<b>Director of Corporate Services</b>	<b>Director of Finance</b>
Bank account set up				All
Long term borrowing over 12 months	> £10m	£10m		£1m
Short term borrowing of 12 months or less	>£10m	£10m		£1m
Settlement of tax matters with tax authorities				All
Write-off or write-down of money due				All
Foreign Exchange Dealings				All
Incorporation or winding up of a Subsidiary			All	
Dealings with corporate interests (separate to incorporation and winding up) in subsidiaries, joint ventures and spin outs			All	

## Appendix 5 Income Delegations

Approval authority delegated to:	University Court	University Executive	Principal	Director of Corporate Services	Director of Edinburgh Research Office	Chief Executive Officer, Edinburgh Innovations	Head of School	Director of ISG
Applications for research grants, tenders for research contracts and standalone contracts for research			> £10m		£10m		All	£10m
Acceptance of offers for research grants, tenders for research contracts and standalone contracts for research			>£10m		£10m		All	£10m
Contracts ancillary to research including: confidentiality agreements; goods, materials, software, data or other resources to or from the University for no consideration				All				
Granting or receiving an assignation or licence of intellectual property to facilitate research				All				
Contracts for provision of University research and innovation related consultancy services, goods, services, access to equipment and facilities and contracts ancillary to consultancy and service contracts				£1m		£1m		
Contracts for provision of consultancy and services provided by ISG								£1m
Registration of and dealings with research or innovation related intellectual property rights, including licensing and outright transfer of such rights and contracts ancillary to technology transfer agreements				All		All		
Approval of academic fees proposed by the Student Recruitment and Funding Strategy Group	> 5% change or 2% above RPI	Up to 5% change or 2% above RPI (whichever is higher).						

## Appendix 6 Donations and Endowments Delegations

### a. Donations

Approval authority delegated to:	Development Trust	Director of Estates
Acceptance and utilisation of donations	All	
Use of donations involving land and buildings	All	All

Signing authority delegated to:	Court Signatory	Principal	Main Budget Holder	Head of School/ Director of Department
Donations: approved transactions	>£2m	£2m	£1m	£500k

### b. Endowments

Approval authority delegated to:	University Court	Investment Committee
Proposing and agreeing Investment objectives	All	All
Recommend through the Policy and Resources Committee an investment strategy to meet the objectives.		All
Endowments: appointment of fund managers	All	

Signing authority delegated to:	Convener of Investment Committee	Principal	Director of Finance	Main Budget Holder
Release of money to fund managers for investment*	All		All	
Instruction to fund managers to release income for use by the University			All	
Release of income to beneficiary as a budget for the specified purposes			All	
Specific decision on application of endowment funding within the specified purposes; or approval for change of use		All	All	All
Investment management services including appointment of investment managers**	All		All	

\*Two signatories are required for release of money to fund managers, or change of endowment activities

\*\*Director of Finance must seek University Court approval on appointment of fund managers and follow Procurement Delegated Authority (Appendix 2).



## Appendix 7 Student Matters and Academic Collaborations Delegations

Approval authority delegated to:	University Court	University Executive	Principal	University Secretary	VP International	Director of Procurement	Main Budget Holder	Chief Information Officer	Erasmus Institutional Co-ordinator
Admissions policies		All							
Strategic changes to admissions policies	All								
Relevant contracts for: individual student admission decisions, collaboration agreements for teaching and research (subject to academic agreement via Senate approval processes) and provision of laboratory services							All		
Agreements involving agencies and equivalents for the recruitment of international students					All				
Agreement of EU schemes for student exchanges and similar									All
International student education and learning agreements and arrangements			All		All				
Collaboration agreements placing unusual demands on library, archiving, IT and networking services								All	
Any international collaboration			All (or)	All (or)	All				
Collaboration agreements involving shared services or for the acquisition of goods, services or works						All			

Signing authority delegated to:	Main Budget Holder
Relevant contracts for: individual student admission decisions, collaboration agreements for teaching and research (subject to academic agreement via Senate approval processes) and provision of laboratory services	All

## Appendix 8 Staff Matters Delegations

Approval authority delegated to:	Remuneration Committee	Central Academic Promotions Committee	Principal	Main Budget Holder
Offer of employment Grade UE10			All	
Offer of employment below Grade UE10				All
Grade UE10 Salary increase or payment over and above contracted entitlement	Above £125,000 or 25% increase		£125,000	
Promotions or offers to increase salary or make other payments to staff over and above their contracted salary entitlement for staff below Grade UE10 *				All
Appointment to personal chairs		All		
Promotion to readerships				All (Head of College)
Employment disputes/ legally binding decisions Grade UE10*	£1m		£500k	
Employment disputes/ legally binding decisions below Grade UE10*	£1m			£500k
Implementation of nationally negotiated pay awards			All	
Agreements to second staff from the University to third parties and vice versa				All
Arrangements for individuals visiting the University to do research and / or teaching				All (Head of College)

\*In conjunction with Director of Human Resources