

**University of Manchester**  
**Scheme of Delegation and Key Decision-Making**

## 1. Introduction

1.1 The purpose of this document is to identify the responsibilities and delegated authorities for making key decisions in the name of, or on behalf of, the University of Manchester. Particular emphasis is given to those decisions taken by, or delegated from, the Board of Governors, but detail of the responsibilities for other key decisions, in accordance with University Statutes, Ordinances, Regulations and published policy, is also provided, with cross-reference to other relevant documentation where appropriate. Although such a scheme cannot be exhaustive, the intention is to provide clarity on the decision-making process and final authorities in relation to key strategic and policy matters whilst also providing a frame of reference to inform decision-making in other areas.

### 1.2 University Governance Bodies: Delegation of Authority

The Board of Governors is established under Article V of the Charter, and is the governing body of the University. Senate, is – subject to the authority of the Board – the principal academic authority of the University, and is responsible for the promotion of research and for the regulation and superintendence of the education and discipline of the students of the University.

As a consultative body, enabling dialogue between the University and the wider community, the General Assembly is able to present the University and its achievements to the wider community and receive views thereupon from that community.

**Charter, Article IV, paragraph m)** allows the delegation of power by the Board of Governors and the Senate

**Statute VIII, paragraph 3, 4 and 5** further codify delegation of authority:

*3: Subject to paragraph 4 below, the Board and Senate may delegate any of their powers, functions and duties to any person, committee or body.*

*4: The Board shall not delegate responsibility for:*

- a) appointing the President and Vice-Chancellor or Registrar, Secretary and Chief Operating Officer;*
- b) the approval of the University's strategic plan;*
- c) making, amending or revoking any of the Ordinances or Regulations;*
- d) the approval of the University's financial forecasts and annual budget;*
- e) the institution of procedures for dismissal by means of redundancy as prescribed by Statute XIII 6 (b).*

*5. The Board or Senate may revoke or alter a delegation at any time.*

NB The above Statute sets out reserved matters the Board shall not delegate: in practice, other matters strategically significant matters (and any matters above the financial threshold outlined in Appendix A are referred to the Board for decision.

1.3 The documentation available on the following webpages may also be helpful when seeking further information on, and clarification of, the key responsibilities of Board of Governors, its committees, and Senate:

- [The University's committee structure](#), and in particular, the current terms of reference for Board of Governors' committees, Senate, Planning and Resources Committee (the University's principal management committee) and its sub-committees
- The University's [Charter, Statutes, Ordinances and Regulations](#)

1.4 Any queries regarding this document should be referred to the Deputy Secretary, Mark Rollinson via [DeputySecretary@manchester.ac.uk](mailto:DeputySecretary@manchester.ac.uk).

## 2. Delegation of Authority: Constitutional Background

2.1 The University of Manchester is an independent corporation which came into existence on 1 October 2004. It was established by Royal Charter on the dissolution of the Victoria University of Manchester and the University of Manchester Institute of Science and Technology (UMIST), both of whose rights, properties, assets and obligations were transferred to the institution by means of the University of Manchester Act (2004). It is an exempt charity (exemption number: XR82062) responsible to the Office for Students, which is charged, as the principal regulator of the sector, with monitoring its compliance with charity law obligations.

2.2 The objects of the University, as set out in the Royal Charter awarded in 2004, are "to advance education, knowledge and wisdom by research, scholarship, learning and teaching, for the benefit of individuals and society at large"

2.3 The powers of the University are detailed in Article IV of the University Charter.

*Subject to the provisions of this Charter, and in the furtherance of its Objects, the University shall have all the powers of a natural person and without further restriction, but which shall include the power:*

- a) To award and confer degrees, diplomas, certificates and other distinctions in its own name and jointly with other institutions of higher education which have the power to award such qualifications.*
- b) To organise, regulate and provide in a manner set out from time to time in the Statutes and Ordinances education in such academic disciplines as it may think fit, whether for Members of the University or for others, and to make provision for research to be undertaken and for the preservation, advancement and dissemination of knowledge in such manner as it may determine.*

- c) To institute such offices as the purposes of the University may require, appoint persons to and remove them from such offices, and prescribe their conditions of service.*
- d) To prescribe the conditions under which persons may be admitted as students of the University or to any particular programme of study provided by the University.*
- e) To institute, endow and award fellowships, scholarships, studentships, bursaries, prizes and other grants for the encouragement of research, scholarship, learning and teaching.*
- f) To make provision for research, advisory and consultancy services and for these purposes enter into such arrangements as the University may think fit (including arrangements for the grant of powers of attorney and the formation, supervision, management and control of limited companies and for the University to hold shares in such companies and to participate in their affairs and activities) either alone or with other persons or bodies.*
- g) To revoke any degree, diploma, certificate or other distinction awarded or conferred by the University and all privileges connected therewith if it appears to the University that the degree, diploma, certificate or other distinction has been obtained by or as a result of such fraud or mistake or in such other circumstances as the University shall deem to be good cause for revocation.*
- h) To demand and receive fees, to seek and accept donations and legacies, to lend or borrow monies on the security of a mortgage or charge on all or any of the properties of the University or without such security, and to raise funds for the purposes of the University in such other ways as may be deemed expedient.*
- i) To act as trustees of any property, legacy, endowment, bequest or gift for purposes of research, scholarship, learning and teaching whether in the University or elsewhere, or otherwise in furtherance of the work and welfare of the University.*
- j) To invest any monies, including any unapplied income, whether belonging to the University or representing any property, legacy, endowment, bequest or gift for which the University may act as trustee under such conditions as shall be prescribed from time to time by Ordinance.*
- k) To enter into all types of contracts and agreements with external partner organisations for the provision of collaborative educational services consistent with the Objects of the University.*
- l) To enter into any agreement for the incorporation within the University of any other institution and for taking over its rights, property and liabilities.*
- m) To allow the delegation of powers by the Board of Governors and the Senate provided for in Article V, in such manner as shall be provided for in the Statutes.*
- n) Generally to do all other lawful acts whatsoever that may be necessary for and conducive or incidental to the attainment of the Objects of the University.*

### **3. Key Principles**

- 3.1 The Scheme of delegation has been prepared with reference to the University's governing instruments (the Charter, Statutes, Ordinances and Regulations), which constitute the overriding authority should any future contradiction between the scheme and the governing instruments arise.
- 3.2 Where the Board or any other primary authority has chosen to delegate the approval and execution of a decision or process, they must retain the ultimate accountability and corporate responsibility for that decision or process.
- 3.3 The Board will review the Scheme of Delegation on an annual basis.
- 3.4 It is expected that the final and delegated authorities specified in the Scheme exercise appropriate judgement in the implementation of decision-making processes. In instances which necessitate further guidance, the Registrar, Secretary and Chief Operating Officer, as University Secretary, shall provide definitive advice on the interpretation of the Scheme.
- 3.5 Unless otherwise stated, or defined in the University's governing instruments, it should be assumed that Board reserves the right of authorisation in areas where it has ultimate authority.
- 3.6 Senate is the senior academic governance body at the University. It has delegated authority from the Board for academic regulation and assurance. It is also responsible for matters of student discipline. .
- 3.7 The President and Vice-Chancellor is the academic leader and Principal Academic and Administrative Officer of the University and, by virtue of this appointment, has the power to make certain decisions on behalf of the University both in this role and in their capacity as the Chair of Senate. Such decisions will be reported to the Board and Senate as appropriate,
- 3.8 Where delegated power exists, it is imperative that the officer or senior manager to whom authority has been delegated ensures that appropriate frameworks and procedures are in place within their area of responsibility before delegating further. Furthermore, any further delegation of responsibility must also be subject to and informed by overarching standard University procedures for financial transactions and policy matters.
- 3.9 In the event of a major incident or crisis, it is recognised that decisions may need to be made by exception outwith normal practices. In such circumstances, the Board will delegate authority to the President and Vice-Chancellor supported by the Senior Leadership Team for urgent operational decisions. All such decisions made under delegated authority will be reported to the subsequent meeting of the Board for scrutiny.

### **4. Format of the Scheme**

- 4.1 The main body of the scheme outlines decision-making authorities across the following categories:
  - (i) Governing Instruments
  - (ii) Appointments and Removal of statutory University Officers
  - (iii) Primary Responsibilities of the Board, management of the University, conduct of business and strategic direction
  - (iv) Academic Governance and management
  - (v) Legal Authority
  - (vi) Effective Governance and Internal Management and Financial Control
  - (vii) Subsidiary Undertakings and University Cultural Institutions
  - (viii) People and Organisational Development

Delegation of Authority

	Theme: Power/Duty	Constitutional Source and key related documents	Final Authority	Delegated/ Recommending Authority	Specific Nature and Limits and comments
<b>Governing Instruments</b>					
1	Governing Instruments:  Amendment of Charter	<a href="#">Charter, Article IX, 1-3</a>	Privy Council	The Board recommends to the Privy Council, having considered the opinion of Senate and the General Assembly on proposed amendments	(a) 28 days notice of the Board meeting to consider amendments required. (b) must be passed by not less than two-thirds of members present and voting.  In addition to Senate offering an opinion on matters within its purview, notice of proposed changes is also usually routed via Planning and Resources Committee (hereafter PRC) and Nominations Committee
2	Governing Instruments:  Establishment or amendment of Statutes	<a href="#">Charter Article VIII, 1-4</a>	Privy Council	The Board recommends to the Privy Council, having considered the opinion of Senate and the General Assembly on proposed amendments	(a) 21 days notice of the Board meeting to consider amendments required. (b) must be passed by not less than two-thirds of members present and voting.  In addition to Senate offering an opinion on matters within its purview, notice of proposed changes is also usually routed via PRC and Nominations Committee
3	Governing Instruments:  Establishment or amendment of Ordinances	<a href="#">Charter, Article VIII, 1</a> <a href="#">Statute XXII and Statute VIII</a>	Board	Reserved Matter- may not be delegated by the Board. Senate may express an opinion if subject within its purview and Board must consider.	Must be passed by not less than two-thirds of members present and voting.  In addition to Senate offering an opinion on matters within its purview, notice of proposed changes is also usually routed via PRC and Nominations Committee
4	Governing Instruments:  Establishment or amendment of Regulations relating to admission, students and other academic matters	<a href="#">Statute XXII.4</a>	Senate		Senate may make and from time to time amend or repeal Regulations: (a) governing the admission, regulation, conduct, discipline and education of students of the University, or on any other academic matter not covered by StatuteXXII,3 (see below, row 5)] (b) prescribing, subject to any conditions which are for the time being binding upon the University, the conditions and manner of award of any fellowships, scholarships, prizes or other grants for the encouragement of research, scholarship, learning and teaching.
5	Governing Instruments:  Establishment or amendment of Regulations relating to programmes of study, assessments, award of academic distinctions	<a href="#">Charter, Article VIII</a> <a href="#">Statute XXII, 3</a>	Senate	The Dean of Faculty recommends to Senate	Senate may, after report from the Dean of the Faculty concerned, make and from time to time amend or repeal, Regulations prescribing the programmes of study, assessments and other requirements for the award of degrees, diplomas, certificates and other academic distinctions
6	Governing Instruments:  Establishment of amendment of other Regulations	<a href="#">Statute XXII</a>	Board	Reserved Matter- may not be delegated by the Board Senate may express an opinion if subject within its purview	The Board may make, and from time to time amend or repeal, Regulations governing any matters for which it considers Regulations ought to be made.
7	Governing Instruments:  Primacy of governing instruments and ensuring constitution is followed	<a href="#">Charter, Article VII, 5</a> <a href="#">Ordinance XXX.1x</a>	Board	On the advice of the Registrar, Secretary and Chief Operating Officer	In case of conflict the provisions of the Charter shall prevail over those of the Statutes, Ordinances and Regulations, the provisions of the Statutes shall prevail over those of the Ordinances and Regulations and the provisions of the Ordinances shall prevail over those of the Regulations.
8	Governing Instruments:  Powers of General Assembly	<a href="#">Statute IX.2</a>	General Assembly		General Assembly presents the University and its achievements to the wider community and in turn receives from the community.  General Assembly may discuss and declare an opinion on any matter relating to the University, on reference from the Board or otherwise, and transmit such opinion to the Board, whose duty it shall be to consider the same. Appointment of the Pro-Chancellor is through General Assembly on the recommendation of the Pro-Chancellor. (NB At the

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					discretion of the Board, the Chair of the Board may also be granted the title or Pro-Chancellor.)
<b>Appointments and Removal of statutory University Officers</b>					
9	Corporate Governance: Chancellor Appointment of Chancellor	<a href="#">Ordinance I.</a>	Election, the result of which is ratified by the Board of Governors	In circumstances in which only one candidate has been validly nominated, Nominations Committee will assess the nominee's candidacy for the role of Chancellor and either, recommend the appointment to the Board or recommend that nominations should be re-opened	The electorate comprises registered members of the Alumni Association, staff and members of General Assembly and the Board of Governors.  RSCOO may choose to appoint a suitable external agent to fulfil the duties expected of the Returning Officer and to provide administrative support for the election, on the approval of the Board.
10	Corporate Governance: Chancellor Removal of Chancellor	<a href="#">Ordinance I.10, 11</a>	Board	Recommendation from Nominations Committee	Good cause for the removal of Chancellor shall, without prejudice to other valid reasons, be determined by the Board on recommendation of Nominations Committee following process including opportunity for the Chancellor to be heard.
11	Corporate Governance: Appointment of lay members of Board, Board Committees and General Assembly	<a href="#">Statutes VI, 3(b), XVIII</a> <a href="#">Ordinance II, 5</a> <a href="#">Nominations Committee Terms of Reference</a>	Board	Recommendation from Nominations Committee (with one lay Board member proposed for appointment by the Alumni Association)	Nominations Committee is responsible for appointments of lay members to the Board and of Board members to Board Committees, sub-committees and ad-hoc groups, and to General Assembly (unless determined by membership of designated body or otherwise prescribed in the General Assembly constitution).
12	Corporate Governance: Appointment of Officers of the Board	<a href="#">Statute II.3</a>	Board	Recommendation from Nominations Committee	The Chair and Deputy Chair(s), appointed collectively by the Board shall be ... officers of the Board. Other lay members can be appointed as officers "if necessary". Currently none are.
13	Corporate Governance: Appointment (and role) of Pro-Chancellors	<a href="#">Statute II.4</a> <a href="#">Statute IV.7</a> <a href="#">Ordinance II, 5</a> <a href="#">Nominations Committee Terms of Reference</a>	Board  General Assembly	Recommendation from Nominations Committee	The Board may, at its discretion, grant the title of Pro-Chancellor to the Chair of the Board (provided that the grant of such title does not permit the Chair to undertake any of the duties reserved for the other Pro-Chancellor who is appointed by General Assembly (see below))  During the absence or inability of the Chancellor or vacancy in the office, the functions of the office, except the conferment of degrees, shall be exercisable by a Pro-Chancellor, who shall not hold any paid appointment in the University.
14	Corporate Governance: Appointment of Members of the General Assembly	<a href="#">Statute IX.1</a>	General Assembly	Recommendation from Nominations Committee	The General Assembly draws membership from a broad and diverse range of external stakeholders and includes representation from students, staff, Senate and the Alumni Association of the University.
15	Corporate Governance: Appointment of President and Vice-Chancellor, RSCOO	<a href="#">Statute III, 3; Statute V, 1</a> <a href="#">Ordinance XXX.I(i), (k)</a>	Board	This is a reserved power which may not be delegated by the Board.	The interview panel will comprise a number of representatives of different interest groups, including Senate. A member of Senate will serve on the interview panel.
16	Corporate Governance: Appointment of external examiners	<a href="#">Ordinance XXXI,1</a> <a href="#">Regulation XII</a>	Board	Recommendation from Senate, nominated by the School and approved by the Dean	External Examiners are appointed by Faculties in accordance with a University procedure overseen by the Teaching and Learning Group for UG and PGT provision and the Manchester Doctoral College Committee for PGR provision.  Records of External Examiner appointments are maintained by the Teaching and Learning Support Office (for UG and PGT provision) and via eProg for PGR provision.

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17	Corporate Governance:  Appointment of Deans of Faculties, Deputy Vice-Chancellor and other Vice-Presidents	<a href="#">Statute III.6</a> <a href="#">Ordinance XI.3</a>  <a href="#">Ordinance XXX.I(i)</a> ,	Board	In consultation with Senate	The interview panel will comprise a number of representatives of different interest groups. A member of Senate is involved in the interview process.  In practice, the interview panel makes the appointment, and reports this to the Board of Governors for endorsement.
18	Corporate Governance:  Appointment of Head of Schools	<a href="#">Ordinance XII.5</a>  <a href="#">Head of School Appointment Procedure</a>	Board	On the recommendation of the President and Vice Chancellor following nomination by the Dean.	In practice, authority is delegated to the appointment panel and reported to the Board of Governors
19	Corporate Governance:  Appointment of Vice Deans and other Faculty Academic Officers	<a href="#">Ordinance XI.5</a>	Board	In consultation with the Senate and the Dean.	In practice, authority is delegated to the appointment panel and reported to the Board of Governors
20	Corporate Governance:  Appointment of Emeritus Professors	<a href="#">Ordinance VI.3</a>  <a href="#">Guidance and criteria for the award of Emeritus Professor</a>	Board	President and Vice Chancellor on nomination by the Head of School supported by the Vice President and Dean recommends to Senate.	Awarded to a retiring member of the academic professoriate who has made a distinguished contribution to the life of the University in one or more of the following areas: research, teaching and learning, or social responsibility.
21	Corporate Governance:  Honorary Appointments	There is no specific constitutional source. Therefore vested in the Board.	Board	Head of School has delegated authority for all appointments below that of Honorary Professor; Faculty Management Team has delegated authority for Honorary Professor  A panel chaired by the Dean (FMBH) has delegated authority for Honorary Clinical Professor, Manchester Academic Health Science Centre  The RSCOO has delegated authority for PS honorary appointments	
<b>Primary responsibilities of the Board, management of the University ,conduct of business and strategic direction</b>					
22	Corporate Governance:  Primary Responsibilities of the Board as set out in Statute VI.2 include:  The primary responsibilities of the Board include responsibility for: (a) keeping the strategic direction of the University under regular review; (b) overseeing the academic management of the University; (c) overseeing the financial management of the University including responsibility for the	<a href="#">Statute VI</a> <a href="#">Statute VIII.3- 5</a> <a href="#">Ordinance XXX</a>	Board	Other than the reserved matters set out in Statute VIII.4, the Board may delegate any of its powers, functions and duties to any person, committee or body and may revoke a delegation at any time.(further detail in lines below).  Powers reserved solely to the Board under Statute VIII.4 are:  a) appointing the President and Vice-Chancellor and Registrar, Secretary and Chief Operating Officer: b) approval of the University's Strategic Plan	.

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	financial sustainability and viability of the University, (d) overseeing the human resource management of the University including the employment of staff by the University.			c) making, amending or revoking any of the Ordinances or Regulations d) approval of the University's financial forecasts and annual budget e) institution of procedures for dismissal by means of redundancy as prescribed by Statute XIII 6 b).	
23	Corporate Governance: Board Primary Responsibilities: Strategy  Monitor and evaluate performance and effectiveness of University in achieving strategic objectives within operational limits (and monitor and evaluate performance and effectiveness of governing body itself)	<a href="#">Ordinance XXX, 1 c and e</a>	Board	Planning and Resources Committee (PRC) reports to the Board on an annual basis against plans and agrees KPIs benchmarked against other comparable institutions	Achieved through the Annual Performance Review, and agreed quarterly Board dashboard reports  Periodic (3-4 years) external Board effectiveness reviews
24	Corporate Governance:  Effective and efficient management of the University, conduct of its business generally and achievement of institutional objectives	<a href="#">Statute III, 4, 6</a> <a href="#">Ordinance XXX 1 b, j</a>	Board	The President and Vice-Chancellor has delegated authority from the Board	General accountability in relation to academic, corporate, financial, estate and human resources management. The President and Vice-Chancellor is assisted by the Senior Leadership Team in fulfilling the functions of the office.  The performance of the President and Vice-Chancellor is monitored via an annual performance review, reported to the Board of Governors.
25	Corporate Governance:  Office for Students (conditions of regulation)	<a href="#">Ordinance XXX.1 f</a>	Board	President and Vice-Chancellor as Accountable Officer on the recommendation of Planning and Resources Committee, after consultation with Senate where appropriate	Ensure and keep under review the conditions of registration with the Office for Students. (The Deputy Secretary is the key contact for the Office for Students)
26	Corporate Governance  Office for Students (annual assurance return)	<a href="#">Ordinance XXX.1</a>	Board	Recommendation of Finance Committee	The Board is responsible for the approval and submission of the annual assurance return to the OfS
27	Corporate Governance: Responsibility of the Board:  Good name, values and ethical governance  Establishment of Committees	<a href="#">Ordinance VIII, Ordinance XVIII</a> <a href="#">Ordinance XXX.1 d, j, h and g</a>	Board	Audit and Risk Committee, Remuneration Committee, and Planning and Resources Committee (PRC)	The University retains a Register of Interests for Board of Governors and senior staff. The Register of Interest process and related guidance is currently under review in light of legislative change (National Security and Investment Act) to ensure full disclosure of all relevant issues.  Remuneration Committee is directly responsible for setting the remuneration of the President and Vice-Chancellor and the Senior Leadership Team. Audit and Risk Committee expresses opinions and provides assurances to the Board relating to its review of the effectiveness of the University's arrangements for risk management, control and governance.  The internal audit programme addresses governance issues and the annual opinion of the internal auditors provides a report on these matters.  The University is cognisant of the Nolan Principles, the OfS Public Interest Governance Principles and the CUC HE Code of Governance in relation to corporate governance and the ethical conduct of its activities.



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28	Corporate Governance: Responsibility of the Board  Good name, values and ethical governance  Approval of significant donors	<a href="#">Ordinance XXX.1h</a>	Board	Delegated authority is given to the Gift Oversight Group (GOG)	Approves donors who provide significant gifts to the University. This generally means gifts above £100k (individually or cumulatively), or lesser amounts at discretion of the Director of Development and Alumni Relations. Gifts of £10 million or more require Board approval
29	Corporate Governance: Responsibility of the Board  Good name, values and ethical governance  Approval of research collaborators	<a href="#">Ordinance XXX.1h</a>	Board	Delegated authority is given to the Research Relationship Oversight Group	Approves research funders and collaborators who work with the University. This generally means funding (individually or cumulatively) above £1m, or lesser amounts where, irrespective of financial value, local checks or processes have identified potential ethical or reputational concerns. Funding of £10 million or more requires Board approval.
30	Corporate Governance: Responsibility of the Board  Good name, values and ethical governance  Approval of Use of University crest/ Logo	<a href="#">Charter, Article 1</a>	Board	PRC has delegated authority	The University crest embodies the prestige and history of The University of Manchester and the requirements relating to its use are detailed in guidance issued by Communications and Marketing
31	Effective Governance and Internal Management  Approval of University corporate Policies	There is no specific constitutional source. Therefore vested in the Board	Board	Planning and Resources Committee with Board Committee/Board approval required for major policies in accordance with the Policy Framework (see comments)	Colleagues should be guided by the <a href="#">University Policy Framework</a> regarding the establishment, communication, application, monitoring and review of policies and supporting processes and documents.  Approval is determined by the relative importance and impact of a policy. Therefore, as required by the Policy Framework, appropriate Board committee approval (after consideration in all cases, by PRC), and then notification to the Board is required for major Policies, and where a policy has significant reputational impact or strategic importance Board approval is required.
32	Effective Governance and Internal Management  Health, Safety and Wellbeing	<a href="#">Ordinance XXX.1(q)</a>  <a href="#">Via Health, Safety and Wellbeing Committee Terms of Reference</a>	Board	Health, Safety and Wellbeing Committee	The Health, Safety and Wellbeing Committee informs and assures the Board of Governors how the University is undertaking its duties regarding effective planning, ongoing control, monitoring and review of the health, safety and wellbeing management procedures
33	Corporate Governance:  Keeping the mission and strategic direction of the University under review	<a href="#">Statute VI</a> <a href="#">Ordinance XXX.1(a)</a>	Board	Reserved Power- may not delegate the approval of the Strategic Plan  PRC serves as the primary source of advice to the Board on strategic planning issues	Through approval of the Strategic Plan and annual Accountability Review (as well as regular updates and items at Board meetings). The Accountability Review is informed by a “stocktake” of performance and internal Annual Performance Reviews. Board must determine, review and approve short, medium and long-term objectives ensuring that these meet the interests of stakeholders
34	Corporate Governance  Freedom of Speech	<a href="#">Statute XVI</a>	Board	Board approves Code of Practice on Freedom of Speech	University-Union Relations Committee receives regular summary reports on events involving Visiting Speakers and a detailed Procedure covers this process

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35	Corporate Governance  Students' Union	<a href="#">Statute XVII</a> <a href="#">Ordinance XVII</a>	Board	University-Union Relations Committee	In order to support the Students' Union, the University-Union Relations Committee exists; i. to monitor the University's responsibilities under the Education Act 1994; ii. to actively support the development of the Students' Union (taking the lead from the Students' Union's own strategy) and; iii. to provide a forum for issues emerging from the student voice.  The Committee reports to both the University's Board of Governors and the Student Union's Board of Trustees.  The Board receives an annual report from the Chief Executive of the Students' Union and reviews the constitution of the Union at intervals of not more than five years.
<b>Academic Governance and Management</b>					
36	Academic Governance (including regulation and assurance)	<a href="#">Charter, Article 4</a> <a href="#">Statute VII,1</a> <a href="#">Statute VIII.3, 5</a> <a href="#">Statute III, 4(a), 5</a> <a href="#">Ordinance XXX.1 u</a> <a href="#">Ordinance XXXI</a>  <a href="#">Senate Standing Orders 4.1 and 4.2</a>	Board	Senate has delegated authority from the Board, with the Board retaining overall responsibility.  The following also have delegated and recommending authority on matters of academic governance: President and Vice-Chancellor; Deputy President and Deputy Vice-Chancellor; Portfolio Vice-Presidents (TLS, R and SR); Deans of Faculties; Faculties and Schools.	Subject to the Charter, Statutes and the authority of the Board, Senate is the principal academic authority of the University, with delegated authority for the regulation of the education and teaching of students, for research and for the enhancement of academic quality and assurance of academic standards. This includes making recommendations to the Board in relation to the academic structure and organisation of the University. Given the expectations of the Office for Students, the Board requires assurance of the efficacy of academic governance assurance on an annual basis from Senate, and an academic assurance protocol setting out Board expectations of Senate has been agreed (this includes consideration of the protocol by Audit and Risk Committee, before consideration by the Board).  The President and Vice-Chancellor presides at meetings of Senate and reports to the Board on the academic work of the University and the strategic development thereof.  Senate may delegate any of its powers, functions and duties to any person, committee or body and may revoke a delegation at any time.  Senate may discuss and declare an opinion on any matter regarding the University to the Board of Governors whose duty it is to consider.
37	Academic Governance  Development, Approval, Implementation, Monitoring and Review of Institutional academic Policy and Procedure	<a href="#">Ordinance XXXI</a>	Board	Senate has delegated authority from the Board for academic regulation. Further delegation from the Board is given to the President and Vice-Chancellor, policy Vice-Presidents for Teaching, Learning and Students, and Research.	The Teaching and Learning Strategy Group (TLSG) and the Research Strategy Group (RSG) are key groups in supporting the Vice-Presidents for Teaching, Learning and Students, and Research to discharge their responsibilities. Senate sub-committees for Learning and Teaching and Research will begin operation in 2022-23.  Board approves the Access and Participation Plan for submission to the Office for Students on the recommendation of Planning and Resources Committee, and engagement with Senate.
38	Academic Governance:  Setting of tuition fees	<a href="#">Ordinance XVI.4</a>	Board	Planning and Resources Committee has delegated authority	Students pay fees representing charges due for admission, registration, tuition, accommodation, programmes of study, examinations, conferment of degrees and otherwise, including payment of money owed to the University in respect of loans, books or other equipment or materials at such times, and in such manner, as may be fixed from time to time by the Board.
39	Academic Governance:  Award of Degrees	<a href="#">Statute XX</a> <a href="#">Ordinance XXXVIII</a> <a href="#">Regulation XII</a>	Board	Senate has delegated authority	The Senate may award degrees and other academic distinctions to, and authorise the conferment of degrees on, students.
40	Academic Governance:	<a href="#">Statute XX</a> <a href="#">Ordinance VI, XXX.1 w, XXXVIII</a>	Board	On the recommendation of Senate which considers recommendations from the Awards and Honours Group	May award degrees honoris causa and revoke degrees or other academic distinctions. AHG also considers the criteria, and makes recommendations to the Board, for the award of the University Medal of Honour, Distinguished Achievement Medals and on



	Theme: Power/Duty	Constitutional Source and key related documents	Final Authority	Delegated/ Recommending Authority	Specific Nature and Limits and comments
	Honorary degrees and other distinctions	Awards and Honours Group (AHG) Terms of Reference			nominations for other internal and external honours and awards which may from time to time be introduced.
41	Academic Governance:  Rescission of Honours and Distinctions	<a href="#">Ordinance VI</a>	Board	Senate may offer opinion on the procedure determined by the Board.	Where the University obtains information which, for good reason, was not available when the award was conferred and which would have been of significance when the award was made, the Board may rescind the award (in practice, the procedure determined by the Board is very likely to involve Awards and Honours Group)
42	Academic Governance:  Conduct and Discipline of Students, and Authority for Disciplinary Action	<a href="#">Regulation XVII</a> <a href="#">Statute XXI</a> <a href="#">Ordinance XXXIX</a>	Senate	Delegated to University Disciplinary Panels via the Student Conduct and Discipline Committee  Also delegated to Authorised University Officers (AUOs)	Senate's power in this matter is delegated through this Regulation and through the Student Conduct and Discipline Committee (SCDC) to University Disciplinary Panels and via summary procedures. The SCDC is responsible to Senate for the operation and review of all matters relating to student conduct and discipline  Power to expel, suspend or to exclude from programmes of study or to impose a fine or other lesser penalty upon any student found guilty of misconduct or breach of discipline.  The AUOs, and their delegated nominees (identified as a case arises), are empowered to arrange and take part in Summary Disciplinary Panels to consider allegations of misconduct made against students as set out in Regulation XVII.
43	Academic Governance:  Conduct and Discipline of Students: Appeals	<a href="#">Statute XX</a> <a href="#">Ordinance XXXIX</a> <a href="#">Ordinance XXX.1 s</a>	Board	Delegated to Appeal Board	Appeals against decisions of the University Student Disciplinary Panel are made to an Appeal Board comprising a(n) (Associate) Vice-President or (Associate) Dean, a Head of School, a professorial and a non-professorial member of academic staff and a registered student nominated by the Students Union
44	Academic Governance:  Student Complaints	<a href="#">Regulation XVIII Student Complaints Procedure</a>	Senate	Delegated to Faculty or equivalent PS unit, as outlined in Regulation XVIII in relation to the relevant stage a complaint has reached	The Procedure is designed for complaints in respect of the student's experience at the University related to: (a) the provision of programmes, or parts of programmes of study, services or facilities by the University; the actions or lack of actions by the University or its staff; (c) allegations of harassment, discrimination, victimisation and/or bullying by a student or member of staff.
45	Academic Governance  Academic Appeals	<a href="#">Regulation XIX</a>	Senate	Authority is delegated as detailed via Regulation XIX	The University academic appeals procedure outlines the processes for students who wish to appeal against a final decision of a board of examiners, or a progress committee, or a graduate committee or equivalent body which affects a student's academic status or progress in the University
46	Academic Governance:  Partnerships for Collaboration in Educational Provision – establishment, policy, affiliated status	<a href="#">Ordinance XV, 1, 2, 3, 11</a>	Board	Senate recommends to the Board, but has further delegated this responsibility to the Vice-Presidents for Teaching, Learning and Students and Research and Innovation, working through the Teaching and Learning Group and the Manchester Doctoral College Committee respectively	The Board, in consultation with, or on report from Senate, may enter into Agreements with external organisations ('Partners') for the provision of educational services which are consistent with the Objects of the University, determine the University's policy for collaboration in educational provision and grant affiliated status to partner institutions.
47	Academic Governance:  Research Compliance	Terms of reference of Research Compliance Committee	Board	Delegated through PRC to Research Compliance Committee	The University's Research Compliance Committee (RCC) sets standards and ensures that the University meets its obligations to comply with the statutory, regulatory and policy requirements within its scope. It reports to the University's Planning and Resources Committee.
48	Academic Governance:  Promote inter/intra disciplinary research	<a href="#">Charter Article IV(b)</a>  <a href="#">Ordinance XIII</a>	Board	Delegated through PRC to University of Manchester Research Institute (UMRI)	Established by the Board on report from Senate to promote research which draws on skills and resources from a range of appropriate disciplines, intra- or inter-Faculty. Responsible, in liaison with Schools and Faculties, for supporting and fostering interdisciplinary research via the establishment and review of designated structures which may include interdisciplinary research institutes, networks, centres or units.

	Theme: Power/Duty	Constitutional Source and key related documents	Final Authority	Delegated/ Recommending Authority	Specific Nature and Limits and comments
49	Academic Governance Student terms and conditions	<a href="#">Ordinance XVI</a>	Board	Delegated to the Director for the Student Experience	Terms and conditions reviewed periodically, including to reflect any changes in legal and regulatory requirements and best practice (including consumer protection law). Review process to include input from relevant internal stakeholders including Legal Affairs.
50	Academic Governance Student Welfare	<a href="#">Ordinance XXX.1 r</a>	Board	Planning and Resources Committee	The Board will ensure appropriate consultation with Senate on welfare issues
51	Academic Governance Establishment of Faculties and Schools:	<a href="#">Statute XV</a> <a href="#">Ordinance XII</a>	Board	In consultation with Senate	The Board establishes Faculties and Schools in consultation with Senate. The number and designation of Schools within each Faculty shall be determined by the Board in consultation with Senate.
52	Academic Governance Management of Faculties and Schools:	<a href="#">Statute XV</a> <a href="#">Ordinances XI and XII</a>	Board President and Vice Chancellor	Delegated to the Dean of Faculty	The Dean ensures that deliberative, consultative and managerial processes, with appropriate transparency, as are satisfactory to the Senate and the Board are made within the Faculty, and relevant Schools for the work and affairs of the Faculty.
53	Academic Governance Faculty and Schools: Managerial Processes	<a href="#">Statute XV</a> <a href="#">Ordinance XI</a>	Board	Delegated to Head of School	Work and affairs of each School shall be directed by a Head of School. The Head of each School shall be responsible to his or her Dean of Faculty for the effective and efficient management of the work of the School, and for the performance of the duties provided for in Ordinance XI.4 to the extent that they are deemed to be applicable to the work of the School
54	Academic Governance Faculty Committees	<a href="#">Ordinance XI</a>	Board and Senate	Delegated to the Dean of Faculty	Faculty Committees are committees chaired by the Dean and established with the concurrence of the Board and the Senate. They are advisory bodies to the Dean, and have no formal decision-making power.
55	Academic Governance School Boards	<a href="#">Statute XV</a>	Board	School Boards may recommend/report to Senate and/or the Board through the RSCOO	School Boards may discuss and declare an opinion on any matter relating to or impinging on the work of the School and may report such opinion to the Head of School, Dean of Faculty, Senate or the Board through the RSCOO. School Boards are advisory bodies, with no formal decision-making power.
<b>Legal authority</b>					
56	Legal Authority: Power of Attorney	<a href="#">Ordinance XXXI.m and p</a>	Board	Not delegated unless specified (e.g. University of Manchester Innovation Factory (UMIF) as set out in the commentary	The Board has systems in place for meeting legal commitments in the University's name (e.g. authorised signatories, contracts guidance). It retains authority for entering into Powers of Attorney other than certain powers in relation to Intellectual Property which have been delegated to UMIF.  Board granted Power of Attorney to UMIF for 5 years until October 2026 in July 2021.
57	Legal Authority: Affixing the Seal	<a href="#">Charter Article V, 1</a> <a href="#">Regulation VII, 3</a>	Board	Authority is delegated to: The Chair of the Board The Deputy Chair (or Deputy Chairs) of the Board The President and Vice-Chancellor The Deputy President and Deputy Vice-Chancellor The Vice-Presidents appointed by the Board pursuant to Statute III.6.	The Sealing should also be witnessed by one of: Registrar, Secretary and COO; Deputy Secretary; Director of Legal Affairs and Board Secretariat; Director of Estates and Facilities; Chief Financial Officer; Deputy Chief Financial Officer; and reported to the next meeting of the Board

	Theme: Power/Duty	Constitutional Source and key related documents	Final Authority	Delegated/ Recommending Authority	Specific Nature and Limits and comments
<b>Effective Governance and Internal Management and Financial Control</b>					
58	Corporate Governance and Financial Control:  Financial and Estate Management.	<a href="#">Statute III, 4(b)</a> <a href="#">Ordinance XXX1(b) (n)</a> <a href="#">Terms of Reference for PRC</a> <a href="#">Terms of Reference for Finance Committee</a>	Board	Authority is delegated to:  Finance Committee  Planning and Resources Committee	Finance Committee oversees, reviews and recommends long-term financial plans for the University, including the framework within which planning and resource allocation should take place. PRC serves as the primary source of advice to (i) the Board and (ii) the President and Vice-Chancellor on matters relating to the development and allocation of the resources of the University.
59	Corporate Governance and Financial Control:  Financial Regulations and Procedures	<a href="#">Ordinance VIII.4</a>  <a href="#">Finance Committee Terms of Reference</a>	Board	Recommending authority is Finance Committee for Financial Regulations  Delegated authority is Finance Committee on report from RSCOO for Financial Procedures	Financial Regulations may be amended only by the Board on report from the Finance Committee.  Financial Procedures may be amended by the Finance Committee on report from the Registrar and Secretary and presented to Audit and Risk Committee for information. e  Financial Regulations and Procedures also apply to all University subsidiaries.
60	Corporate Governance and Financial Control:  Approval of Financial Statements	<a href="#">Statute VIII.4</a> <a href="#">Ordinance XXX.1 (o)</a> Terms of Reference for <a href="#">Finance Committee</a> and <a href="#">ARC</a>	Board	Reserved Matter – may not be delegated Recommending authority - Audit & Risk Committee	Draft Financial Statements are first considered by Finance Committee, and then by a joint meeting of Finance and Audit & Risk Committee in the presence of the External Auditors. The Audit & Risk Committee will then recommend to the Board for formal approval
61	Corporate Governance and Financial Control:  Annual Budget and Financial Forecasts	<a href="#">Statute VIII.4</a> <a href="#">Ordinance XXX.1(o)</a>	Board	Reserved Matter – may not be delegated Recommending authority – Finance Committee	Developed by Finance & Capital Planning Sub-Committee and routed through Planning & Resources Committee (PRC), and then through to Finance Committee for consideration and recommendation to the Board.
62	Corporate Governance and Financial Control:  Financial Thresholds: Income Revenue Expenditure Capital and Strategic Change Expenditure Bank and Treasury Asset Disposals Satellite entities (including subsidiaries, spin outs, joint venture, other investments and external partnerships Donations, endowments and endowment investment portfolio	Financial Regulations and Procedures and related Delegated Authority Schedule	Board	Finance Committee, Planning and Resources Committee (or sub-committees), Chief Financial Officer and Primary Budget Holder as specified in Financial Thresholds document ( <i>Appendix A</i> )	Detail in financial thresholds document (which also apply at a Group level to all University subsidiaries).
63	Corporate Governance and Financial Control:  Disposal- land, buildings and assets held in trust.	<a href="#">Finance Procedures</a>	Board	On recommendation of PRC (FCSPC)	Disposal of land, building and assets held in trust can only take place with the authority of the Board. Queries must be addressed to the Chief Financial Officer in the first instance.
64	Corporate Governance and Financial Control:  Investment-	<a href="#">Finance Procedures</a>  Investment Sub-Committee terms of reference	Board	On recommendation of Investment Sub-Committee, via Finance Committee	The Policy for Responsible Investment guides our approach to investments.

	Theme: Power/Duty	Constitutional Source and key related documents	Final Authority	Delegated/ Recommending Authority	Specific Nature and Limits and comments
	iPolicy for Socially Responsible Investment and Approval of Investment Beliefs and Objectives	<a href="#">Policy for Responsible Investment</a>			
65	Corporate Governance and Financial Control:  Investment-  Strategy	<a href="#">Finance Procedures</a>  Investment Sub-Committee terms of reference	Board	Investment Sub-Committee and Chief Financial Officer	
66	Corporate Governance and Financial Control:  Acting as trustee of Endowments	<a href="#">Ordinance XXX.1 (t)</a>	Board	Delegated to Finance Committee	Donations or endowments over a certain amount or considered of reputational significance are referred to the Gift Oversight Group
67	Effective Governance and Internal Management and Financial Control:  Internal Audit  Internal Investigation	<a href="#">Ordinance VIII</a>	Board	Delegated to Audit and Risk Committee	Reviews the scope and effectiveness of internal audit work including risk assessment and strategy, planning and operation of the work and results of annual report. Assesses findings of major internal investigations and management responses;  Audit and Risk Committee oversees the institution's policies on fraud, whistleblowing, and financial irregularity, including being notified promptly of, and satisfied with, any action to be taken under that policy. It also Ensures that all significant losses are properly investigated and that internal and external auditors, and where appropriate OfS and UKRI informed.
68	Effective Governance and Internal Management and Financial Control:  Audit and other regulatory reports.	<a href="#">Ordinance XXX.1 d</a>  <a href="#">ARC Terms of Reference</a>	Board	Delegated to Audit and Risk Committee, having received information from PRC, Senior Officers and internal and external auditors	Receives: i) any relevant reports from the National Audit Office, the OfS, UKRI and other external organisations including the Internal Auditors: ii) relevant internal reports, reporting to the Board as appropriate.
69	Effective Governance and Internal Management and Financial Control:  Risk review and policy	<a href="#">ARC Terms of Reference</a> <a href="#">PRC Terms of Reference</a>  <a href="#">Ordinance XXX.1 d</a>	Board	Delegated to Audit and Risk Committee, Planning and Resources Committee	Addressed in respective Terms of Reference for Audit and Risk Committee and Planning and Resources Committee. Audit and Risk Committee oversees the Risk Register and related policy, reporting to the Board.
70	Effective Governance and Internal Management and Financial Control:  Appointment of External Auditors	<a href="#">Statute XIV, 1</a>  <a href="#">ARC Terms of Reference</a>	Board	Audit and Risk Committee recommends to the Board. The formal appointment of the auditors is reserved to the Board	Auditors must be members of a recognised supervisory body (under the Companies Act 2006) and eligible for appointment under that body's rules.  Audit and Risk Committee manages the process and makes a recommendation, but Appointment must be made by the Board (based on two recommendations). <sup>1</sup> The Auditors must not have carried out any work for the University or any of its subsidiaries in the financial year they are auditing.

<sup>1</sup> Required because the University is a Public Interest Entity

	Theme: Power/Duty	Constitutional Source and key related documents	Final Authority	Delegated/ Recommending Authority	Specific Nature and Limits and comments
71	Effective Governance and Internal Management and Financial Control:  Remuneration arrangements for Senior Staff	<a href="#">Ordinance VIII</a>  <a href="#">Remuneration Committee Terms of Reference</a>  <a href="#">CUC Senior Staff Remuneration Code</a>	Board	Delegated to Remuneration Committee, with further delegation from Remuneration Committee to the Senior Salaries Review Group	The Remuneration Committee considers and determines remuneration arrangements for certain senior officers (including the President and Vice Chancellor, the Registrar, Secretary and Chief Operating Officer, and Vice-Presidents). It delegates to Senior Salaries Review Group the recommendations on the remuneration of other professorial and equivalent senior administrative staff, and scrutinises such recommendations for consistency and fairness.  Remuneration Committee considers and recommends to the Board policies and procedures on the remuneration of senior staff, and oversees implementation.
72	Effective Governance and Internal Management and Financial Control:  Making Donations	<a href="#">Financial Regulation 6.20</a> <a href="#">Financial Procedure 6.96</a>	Board	Disposal of goods/ assets no longer required may be authorised, subject to Finance Procedures by Head of School/ Director of Social Responsibility	The University is a registered charity and does not donate directly from its own funds. Board approval required if donation consistent with achieving goals. Disposal of goods/ assets no longer required may be authorised, subject to Finance Procedures by Head of School/ Director of Social Responsibility. Volunteering of time by staff may be approved by line managers for “good causes” or to support the social responsibility agenda of the University.
<b>Subsidiary Undertakings and University Cultural Institutions</b>					
73	Subsidiary Undertakings:  Establishment of subsidiary undertakings	<a href="#">Ordinance IX.1, 2</a>  <a href="#">Finance Committee Terms of Reference</a>	Board	Finance Committee (which may appoint a committee to undertake and report on detailed scrutiny) has the responsibility to recommend to the Board.  PRC (FCPSC) must consider detailed business plan.	The University may establish or participate in such legal persons, entities, companies or other undertakings, arrangements or ventures (‘subsidiary undertakings’), either alone or with other persons or bodies, as it may deem appropriate to provide services to assist in the pursuit of the Objects of the University, subject to the criteria and Procedure set out in the Terms of Reference for Finance Committee.
74	Subsidiary Undertakings:  Appointment of Nominated Officer	<a href="#">Ordinance IX</a>	Board	On recommendation of Finance Committee	Nominated Officer (normally a member of the University) ensures that the University’s interests, as provided for in the Memorandum of Understanding, are properly represented. The Nominated Officer reports annually to Finance Committee.
75	Formal association/ affiliation for strategic purposes and /or involving significant resource or capital implications and/ or the potential for reputational risk	<a href="#">Statute III, 4, 6</a> <a href="#">Ordinance XXX 1 b, j</a>  Financial <a href="#">Regulations</a> and <a href="#">Procedures</a>	Board	President and Vice-Chancellor, Deputy President and Deputy Vice-Chancellor, Registrar Secretary and Chief Operating Officer	Major External Partnerships are those with significant strategic implications, with major University costs and/or assets implications, with potentially significant risks and liabilities, with sensitivities or with outcomes that may have significant financial or reputational impact. Proposals for such collaborations should be notified by a senior sponsor to the President and Vice-Chancellor and managed in accordance with the <a href="#">Guidance on the Management of Major External Partnerships</a> and managed in accordance with the Framework for Satellite Entities.  Financial Regulations and Procedures apply to the governance of major partnerships where contractual arrangements allow.
76	Manchester University Press  Whitworth Art Gallery  Manchester Museum	<a href="#">Ordinance XIX,</a> <a href="#">Regulation XVI</a>  <a href="#">Ordinance X</a>	Board  Board	Delegated to the MUP Board, through PRC  Directors, reporting to PRC	Management of the finance, property and affairs generally of the University Press shall be the responsibility of a Press Board, constituted and empowered by Regulation, or of such other body as the Board may determine.  Board acts as Trustee for Collections and in pursuance of its obligations as Trustee, for each of the Collections, the Board appoints a Director. Regulation covers various matters including policies and procedures, hours of opening, copyright, infringement and enforcement



	Theme: Power/Duty	Constitutional Source and key related documents	Final Authority	Delegated/ Recommending Authority	Specific Nature and Limits and comments
	Jodrell Bank Collection of John Rylands Library Library and Information Services Tabley House Collection	<a href="#">Regulation XIV</a> Memorandum of Understanding	Board/Senate Board	John Rylands University Librarian and Director of the University of Manchester Library Tabley House Collection Trust	
<b>People and Organisational Development</b>					
77	Human Resources:  Acting as the Employing Authority for all Staff	<a href="#">Statute III. 4(c)</a> <a href="#">Ordinance XXX 1 I</a>  <a href="#">People and OD Sub-Committee Terms of Reference</a>  <a href="#">Health, Safety and Wellbeing Committee</a>	Board	Delegated to PRC (People and OD Sub-Committee)	Responsibility for all principal HR matters is delegated to PRC, through the People and OD Sub-Committee and the Health, Safety and Wellbeing Committee.  The remit of Staffing Committee has been expanded and its title changed to People Committee: the Committee's responsibilities include oversight of all matters relating to the recruitment, reward, retention, motivation, inclusion, progression, investing in people and professional development of the University's staff, recommending changes as appropriate to the Board (acting on report from PRC and relevant sub-committees).
78	Human Resources:  Acting as the Employing Authority for all Staff: Appointment of Staff	<a href="#">Ordinance XXX, 1</a>  <a href="#">Recruitment and Selection Policy</a>	Board	Delegated to President and Vice-Chancellor, Deans, Registrar, Secretary and Chief Operating Officer, with the Director of People and OD	Recruitment is carried out locally in accordance with the Recruitment and Selection Policy and under the authority of the Vice-Presidents and Deans and the Registrar, Secretary and Chief Operating Officer in conjunction with the Director of People and OD.
79	Human Resources:  Acting as the Employing Authority for all Staff: Academic Promotions	<a href="#">Ordinance XXX, 1</a>	Board	Delegated to Faculty Promotions Committee (FPC)	The Faculty Promotions Committees in each Faculty make decision on academic probation and progression.
80	Human Resources:  Acting as Employing Authority for Staff: Dismissal, Disciplinary and Grievance Procedures	<a href="#">Statute XIII,</a> <a href="#">Ordinance XXII- XXIX</a>	Board	Delegated to President and Vice-Chancellor, RSCOO and any relevant constituted panel	Responsibilities and Delegations in accordance with Statute XIII and Ordinances XXII- XXIX for academic and academic-related staff and in accordance with <a href="#">disciplinary, dismissal</a> and <a href="#">grievance</a> procedures for other staff.
81	Human Resources:  Acting as the Employing Authority for all Staff: Redundancy of Academic/ Academic-Related staff	<a href="#">Statute XIII Part II</a> <a href="#">Statute VIII.4</a> <a href="#">Ordinance XXIV, XXX, 1I</a>  <a href="#">Staffing Committee Terms of Reference</a>	Board	Reserved Matter- may not be delegated.  Acting on the recommendation of the Staffing (People) Committee, notified by the President and Vice Chancellor	The Staffing Committee (now renamed People Committee) gives full and proper consideration to any proposals duly notified to it by or on behalf of the President and Vice Chancellor to dismiss academic or academic-related members of staff by reason of redundancy..
82	Human Resources: Pensions  Management of University obligations in relation to USS, UMSS, GMPF and Pensions Saver	<a href="#">Financial Regulation 7.6</a>	Board	CFO and Director of People and OD, via Planning and Resources Committee	The Board is responsible for undertaking the role as employer in relation to appropriate pension arrangements for employees. The Director of People and OD is responsible for the administration of Pension and Superannuation matters, including the administration of the University's pension fund and communicating with the various superannuation schemes.

**APPENDIX A**

**Main University Financial Thresholds - REVISED SCHEDULE SEPTEMBER 2023**

	<b>Board of Governors</b>	<b>Finance Committee</b>	<b>PRC (or sub-committee)*</b>	<b>Chief Financial Officer</b>	<b>Primary budget holder (PBH)<sup>§</sup></b>
<b>Income</b>					
Research applications			Above £10m		Less than £10m
<i>(Subject to requirements of Research Relationship Oversight Group)</i>					
Framework agreements and commercial research			Above £5m		Less than £5m
<i>(Subject to requirements of Research Relationship Oversight Group and risk assessment in relation to any legal and reputational concerns)</i>					
Exceptional contracts		Above £10m	Above £5m		
<i>(subject also to risk assessment which will override the financial threshold, especially if an overseas activity)</i>					
Tuition fee setting			All		
Granting of land and building leases to third parties	Above £20m	Above £10m	All		
Assignment of IP (above UMIF thresholds)			Above £1m		Less than £1m
<b>Revenue expenditure</b>					
Revenue expenditure within budget					All
Land and building leases where the University or subsidiary is tenant -total commitment.	Above £20m	Above £10m	Above £500k		Less than £500k
Revenue expenditure exceeding budget			Higher of £1m or 10% of the budgeted cost		Higher of £250k or 2.5% of the budgeted cost
Framework agreements and contracts (including revenue LTM) exceeding budget	Above £20m	Above £10m	Higher of £1m or 10% of the budgeted cost		Higher of £250k or 2.5% of the budgeted cost
Write off of debt			Above £250k	Above £5k	
<b>Capital, strategic change and Strategic investment reserve fund expenditure</b>					
Capital projects approval (University funded) already in budget. Includes capital LTM	Above £20m	Above £10m	Above £1m		Less than £1m
Capital projects approval (University funded) not in budget. Includes capital LTM	Above £20m	Above £10m	Above £500k	UoM funding above £250k	UoM funding less than £250k
Capital projects approval (partially externally funded)	Above £20m	Above £10m	UoM funding above £500k	UoM funding above £250k	UoM funding less than £250k

Capital projects approval (100% externally funded)	Above £20m	Above £10m	Above £5m	Above £2m (plus VP for Research approval)	Less than £2m
Faculty equipment exceeding budgets			> 10% above allocated budget		Allocated budget up to 10% overrun
Strategic change projects - both capital and revenue	Above £20m	Above £10m	Above £1m		Less than £1m SCO small projects; PBH less than £250k
Strategic investment reserve funding (SIRF)			Above £500k		Less than £500k
Capital, strategic change and SIRF projects exceeding budget		> 10% above £10m	> 10% above £1m		Allocated budget up to 10% overrun
Acquisition of land and buildings	Above £20m	Above £10m	Above £250k		Less than £250k

#### Bank and Treasury

Borrowings (any including finance leases, anything on balance sheet)	Above £500k			Less than £500k	
Deposit placement if within Treasury Management Policy and less than 12 months		Above £50m		Less than £50m	
Deposit placement if within Treasury Management Policy and more than 12 months		Above £10m per counterparty			
Deposit placement if outside Treasury Management Policy		All			
Intra-group lending and loans	Above £5m	Above £1m	Above £500k	Less than £500k	

#### Asset disposals

Disposal of land, buildings and assets held in trust	All				
Disposal of other assets	Above £20m	Above £10m	Above £250k		Less than £250k

	Board of Governors	Finance Committee	PRC (or sub-committee)*	Chief Financial Officer	Primary budget holder <sup>§</sup>
<b>Satellite entities, including subsidiaries, spin outs, joint venture, other investments and external partnerships</b>					
Incorporation of a subsidiary whether wholly or majority owned	All				
Setting up of spin outs (above UMIF thresholds)			Above £1m		Below £1m
Participation in satellite entities (including joint ventures and major external partnerships)	Above £20m	Above £5m	Less than £5m		
<i>(subject also to risk assessment which will override the financial threshold)</i>					
Secured and unsecured loans to satellite entities	Above £20m	Above £250k		Less than £250k	
<i>(where separate legal entity)</i>					
Dissolution of subsidiaries		Above £500k		Less than £500k	
<i>(threshold relates to aggregate cost and resultant liabilities)</i>					
Full or partial disposal of spin outs (above UMIF thresholds)		Above £1m			Below £1m
Full or partial disposal of other satellite entities	Above £20m	Above £5m	Less than £5m		

#### **Donations, endowments and endowment investment portfolio**

Acceptance of donations whether in cash or in kind			Above £1m		Less than £1m
<i>(subject to requirements of Gift Oversight Group which considers donations over £100k)</i>					
Expenditure from an endowment fund if in line with its purpose	Above £20m	Above £10m	Above £500k		Less than £500k
Approval for change of use of an endowment	All				
Agreement of proposed investment beliefs and objectives for the endowment investment portfolio	All				
Agreement of the investment strategy for the endowment investment portfolio	All				
Change in underlying investments and appointment of investment managers in line with investment strategy		All			

\* = The Primary Budget Holders are the Vice-Presidents (comprising the VPs for Research, Teaching, Learning & Students, Social Responsibility and Regional, Innovation & Civic Engagement), Faculty Deans and the Registrar, Secretary and Chief Operating Officer (RSCOO).

= PRC stands for Planning and Resources Committee and comprises the following:

- President and Vice-Chancellor
- Deputy President and Deputy Vice-Chancellor
- All Primary Budget Holders (as defined above)
- Chief Financial Officer
- Director of People and Organisational Development
- Director of Estates

Director of Planning

Director of Student Experience

Director of Legal Affairs and Board Secretariat

A representative from the University of Manchester Students' Union (currently the General Secretary)

A member of Senate (elected by members of Senate to serve on PRC)