




DELEGATION FRAMEWORK

Summary:	<p>The University operates within a clear framework of Board-approved decision-making authorities, which are mapped to the Articles & Instrument of Government, and subject to periodic review and re-approval.</p> <p>This attached snapshot of the framework, details key decision-making authorities (version July 2025).</p> <p>The tables include the different levels of authority for different types of decision (grouped by theme) for specified individuals and groups, with level one showing the highest level of authority.</p>
Annex A:	<p>Delegation Framework Snapshot – July 2025.</p>

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Theme: Academic partnerships (franchise or validation) (8)														
D029A	Approval of proposal for a new academic partnership with a new organisation (new contractual agreement)	Non-financial		Board of Governors	Approve	Academic Board	Recommend	University Executive Board	Recommend	University Management...	Recommend	Dean of Faculty Member of UEB PVC Academic ...	Propose	Board of Governors
D029B	Approval of termination of partnership agreement	Non-financial	Level 4 - forum/role: one of these options required	University Executive Board	Approve	University Management Committ...	Recommend	Partnership Quality Committee	Recommend	Dean of Faculty Member of UEB PVC Academic Services	Propose			Academic Board
D029C	Approval of new academic partnership course or campus business case - expansion of the portfolio	Non-financial	Level 4 - forum/role: one of these options required	Academic Board	Approve	University Management Committ...	Recommend	Partnership Quality Committee	Recommend	Dean of Faculty Member of UEB PVC Academic Services	Propose			Academic Board
D029D	Approval of suspension or cessation of academic partnership course - reduction of the portfolio and/or partnership income	Non-financial	Financial impact per year, cumulative per partner. Level 2 and Level 4 - forum/role: one of these options required for each level. The proposer must not be the same as the approver.	University Executive Board	Approve £10k+	PVC Academic Services Member of University Executive ...	Approve up to £10k	Partnership Quality Committee	Recommend	Dean of Faculty Member of UEB PVC Academic Services	Propose			Academic Board
D029E	Approval of amendment to contract - resulting in a positive net financial contribution	Non-financial	Level 1 - forum/role: one of these options required. The proposer must not be the same as the approver.	Member of University Execu... PVC Academic Services	Approve	Partnership Quality Committee	Recommend	Dean of Faculty Member of UEB PVC Academic Services	Propose					Academic Board
D029F	Approval of amendment to contract - resulting in a negative net financial contribution	Non-financial	Financial impact per year, cumulative per partner. Level 2 and Level 4 - forum/role: one of these options required for each level. The proposer must not be the same as the approver.	University Executive Board	Approve £10k+	PVC Academic Services Member of University Executive ...	Approve up to £10k	Partnership Quality Committee	Recommend	Dean of Faculty Member of UEB PVC Academic Services	Propose			Academic Board
D029G	Approval of recommendations from periodic strategic review of academic partnerships (whole portfolio)	Non-financial	Where such recommendations link to other documented authorities within the framework for academic partnerships (IDs D029 B-H) (e.g. cessation of academic partnership) evidence and scrutiny of due process to go through the documented decision route prior to implementation.	University Executive Board	Approve	PVC Academic Services Dean(s) of Faculty Member of University Executive ...	Propose							Academic Board
D029H	Approval of recommendations from periodic academic partnerships quality and standards review (whole portfolio)	Non-financial		Academic Board	Approve	Partnership Quality Committee	Recommend	PVC Academic Services Dean(s) of Faculty	Propose					Academic Board
Theme: Appointment of auditors (1)														
D023	Approval of the appointment, and re-appointment of the external and internal audit services, the provision of any non-audit services, and dismissal of either service.	Non-financial		Board of Governors	Approve	Audit Committee Chair of Audit Committee	Recommend	ED Finance, Audit & Risk Vice-Chancellor & Chief Executive	Propose					Board of Governors
Theme: External collaboration agreement (1)														
D049	Approval of an external collaboration agreement including but not limited to memorandum of understanding, collaboration agreement, partnership agreements. This excludes academic partnerships (see D029) and external funding agreements (see D032)	Non-financial		University Executive Board	Approve	University Management Committ...	Recommend	Member of UEB Dean of Faculty	Propose					Board of Governors

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All approved/published It... ▾





All Items - grouped by theme | Contracts and legal agreements | Financial limits | ... | + Add view

Financial limits × Published on website: Yes ×

Clear filters ×

Delegation ID	Authority	Delegation...	Notes	Level 1 - forum/role	Level 1 level/limit	Level 2 - forum/role	Level 2 level/limit	Level 3 - forum/role	Level 3 level/limit	Level 4 - forum/role	Level 4 - level/...	Level 5 - foru...	Level 5 - level/...	Approved by
D027	Approval of individual capital expenditure transactions	Financial	Level 3 authority subject to transaction being within approved annual budgets.	Board of Governors	Approve £1m+	University Executive Board	Approve up to £1m	Head Budget Holder	Approve up to £100k	Delegated Budget Hold... Procurement	Approve up to £25k	Delegated Bud...	Approve up to £5k	Board of Governors
D028	Approval of purchase tenders (where the criteria for three tenders is met (value £25k+))	Financial	Level 3 authority subject to transaction being within approved annual budgets. Further detail of controls and lower limits is contained within the Procurement Policy, approved by UEB	Board of Governors	Approve £1m+	University Executive Board	Approve up to £1m	Head Budget Holder	Approve up to £100k	Delegated Budget Hold... Procurement	Approve up to £25k	Delegated Bud...	Approve up to £5k	Board of Governors
D036	Signatories for all payments from University bank accounts	Financial	Two signatories required. Limits apply to any individual payment on a payment run and not the total value of the file.	Vice-Chancellor & Chief Exe... ED Finance, Audit & Risk ED Estates, Infrastructure & ...	Signatory £100k+	Vice-Chancellor & Chief Executive ED Finance, Audit & Risk ED Estates, Infrastructure & Oper... Deputy Director Finance Finance Head of Service Management Accountant	Signatory up to £100k	ED Finance, Audit & Risk Deputy Director Finance Finance Head of Service Designated Member of the Finance T... Management Accountant	Signatory up to £5k					Board of Governors
D032	Approval of grant funding application for a research or innovation project	Financial	Total grant value to Falmouth University for the period.	Vice-Chancellor & Chief Exe...	Approve £500k+	PVC Research & Knowledge Exch...	Approve up to £500k							Board of Governors
D029	Approval of formal contract or legal agreement, excluding academic partnership agreements (See D029A, D029E, D029F)	Financial	E.g. approval of contract, lease, MoU where there is a financial commitment from the University. Total value to Falmouth University for the period of the agreement. Limits apply for individual contract and cumulative value of contracts entered into over twelve month period.	Board of Governors	Approve £1m+	University Executive Board	Approve up to £1m	Any two Members of University Exec...	Approve up to £100k	Member of UEB	Approve up to £25k			Board of Governors
D035	Signatories for execution of deed/use of Seal of Corporation	Financial	Further detailed in the Procedure for the Use of the Seal of Corporation. Two signatories typically required for deeds. Where Independent Member signatory is required, two UEB sponsors must recommend for signature. Value is cost to the University.	Any two Independent Mem...	Signatory £500k+	Any two Members of University E...	Signatory up to £500k	Member of University Executive Board	Signatory up to £50k					Board of Governors
D033	Approve individual debt write-off transaction (all debtors)	Financial		University Executive Board	Approve £10k+	ED Finance, Audit & Risk	Approve up to £10k	Designated Member of the Finance T...	Approve up to £5k					Board of Governors
D030	Investment portfolio - approve investment (second round financing or loan financing)	Financial	Limits apply for individual contract and cumulative value of contracts entered into over twelve month period. Executive limits subject to funds being available in the Venture Capital Fund.	Board of Governors	Approve £500k+	University Executive Board	Approve up to £500k	Investment Committee	Approve up to £250k					Board of Governors
D031	Investment portfolio - approve proceeds from sale/merger of investment portfolio company	Financial		Board of Governors	Approve £500k+	University Executive Board	Approve up to £500k	Investment Committee	Approve up to £250k					Board of Governors
D034	Signatories for formal contract or legal agreement, excluding academic partnership agreements.	Financial	Refer to D029 for approval limits related to formal contracts and legal agreements - this is signatories, not approval.	Any two Members of Univer...	Signatory £1m+	Any two Members of University E... Head Budget Holder	Signatory up to £1m	Any two Members of University Exec... Head Budget Holder Delegated Budget Holder	Signatory up to £100k					Board of Governors

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All approved/published It...
 All Items - grouped by theme | Contracts and legal agreements | Financial limits | ... | + Add view

Theme: Falmouth University course Pay and conditions of service: Regulation Published on website: Yes Clear filters

▼ Theme: Falmouth University course portfolio (4)

<div><div></div></div> D047D	Approval of new course: for credit bearing short course provision, where delivered by Falmouth University. This includes but is not limited to employer-led provision.	Non-financial	<div>Level 1 and Level 2 may be reversed in order if appropriate.</div> <div>The Course Approval Event (Level 2) approves the course specification.</div> <div>Level 1 approves the final business case/contract.</div> <div>Level 1 and Level 3 forum/role: one of these options required for each level.</div>	<div>University Executive Board</div> <div>Vice-Chancellor & Chief Exe...</div> <div>Approve</div>	<div>Course Approval Event</div> <div>Approve</div>	<div>Dean(s) of Faculty</div> <div>PVC Academic Services</div> <div>Member of UEB</div> <div>Propose</div>			Academic Board
D047A	Approval of new course: for on campus, online and credit-bearing short course provision where delivered by Falmouth University.	Non-financial	<div>For academic partnership authorities, please refer to D029.</div> <div>University Executive Board approves the strategic business case; Academic Board then approves the academic business case; Following which the course must go through the Course Approval Event and related processes.</div> <div>The proposer will normally be a Dean of Faculty or Member of UEB, or their nominee</div>	<div>Course Approval Event</div> <div>Approve</div>	<div>Academic Board</div> <div>Approve</div>	<div>University Executive Board</div> <div>Approve</div>	<div>University Management...</div> <div>Recommend</div>	<div>Dean of Faculty</div> <div>Member of UEB</div> <div>Propose</div>	Academic Board
D047B	Approval of suspension or cessation of on campus, online or credit-bearing short course provision.	Non-financial	<div>The review by UMC is to consider regulatory and student protection aspects and due process linked to potential suspension or cessation.</div> <div>The proposer will normally be a Member of UEB or their nominee.</div>	<div>University Executive Board</div> <div>Approve</div>	<div>University Management Committ...</div> <div>Recommend</div>	<div>Dean of Faculty</div> <div>Member of UEB</div> <div>Recommend</div>			Academic Board
D047C	Approval of new course: for non-credit bearing short course provision, where delivered by Falmouth University.	Non-financial	<div>To be regularly reviewed as Academy of Continuing Education (ACE) establishes.</div> <div>The proposer will normally be a Dean of Faculty, Member of UEB or their nominee.</div> <div>UEB Chair's action is permitted for business case approval if timescales require.</div>	<div>University Executive Board</div> <div>Vice-Chancellor & Chief Exe...</div> <div>Approve</div>	<div>University Management Committ...</div> <div>Recommend</div>	<div>Dean of Faculty</div> <div>Member of UEB</div> <div>Propose</div>			Academic Board

▼ Theme: Pay and conditions of service (1)

D044	To approve any change to the pension offer to staff	Non-financial	Notification to trade unions is required and must be evidenced within the approval documentation	Board of Governors	Approve	Remuneration Committee	Recommend	University Executive Board	Recommend	ED Finance, Audit & Risk Chief People Officer	Board of Governors
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▼ Theme: Regulation (2)

D046	Submission of reportable events to the Office for Students where there is reasonable doubt as to whether an event is or is not reportable, with consideration to the Office for Students' criteria for reporting.	Non-financial	<p>If there is a time constraint linked to the matter that requires an earlier decision regarding reporting than possible via the whole Board, the Chair with two Independents may approve by circulation.</p> <p>In all cases the Board must be notified retrospectively that a reportable event has been submitted.</p>	<p>Board of Governors</p> <p>Chair of the Board of Gover...</p> <p>Any two Independent Mem...</p>	Approve	<p>Secretary to the Board of Govern...</p> <p>PVC Academic Services</p> <p>Vice-Chancellor & Chief Executive</p>	Recommend			Board of Governors
D045	Submission of reportable events to the Office for Students, where the category is in the 'always reportable' section of the regulatory guidance, or where there is no doubt that the event meets the Office for Students criteria for reporting.	Non-financial	<p>In all cases the Board must be notified retrospectively that a reportable event has been submitted.</p> <p>In line with the regulatory advice note, if the event relates to the accountable officer (Vice-Chancellor & Chief Executive), it is not likely to be appropriate for the accountable officer to make the report to the QES. In this instance, the authorities within D46 would apply.</p>	<p>Vice-Chancellor & Chief Exe...</p>	Approve	<p>Secretary to the Board of Govern...</p> <p>PVC Academic Services</p>	Recommend			Board of Governors

Delegation Framework ☆

Theme:

Tuition fees ×

Published on website:

Yes ×

Clear filters ×

Delegation ID	Authority	Delegation...	Notes	Level 1 - forum/role	Level 1 level/limit	Level 2 - forum/role	Level 2 level/limit	Level 3 - forum/role	Level 3 level/limit	Level 4 - forum/role	Level 4 - level/...	Level 5 - foru...	Level 5 - level/...	Approved by
D058A	Approval of tuition fees/ fee ranges for on campus and online provision where delivered by Falmouth University.	Financial	Annual approval, normally in July.	Board of Governors	Approve	University Executive Board	Recommend	Dean(s) of Faculty ED Finance, Audit & Risk Director of Marketing & Engagement	Propose					Board of Governors
D058B	Approval of tuition fees for academic partnership provision.	Financial	Timing of decisions may be variable due to need for alignment with academic partnership processes.	University Executive Board	Approve	ED Finance, Audit & Risk PVC Academic Services	Recommend	Academic Partner	Propose					Board of Governors
D058C	Approval of tuition fees/fee ranges for credit bearing and non-credit bearing short course provision where delivered by Falmouth University (on demand).	Financial	To be regularly reviewed as the Academy of Continuing Education establishes. Timing of decisions may be variable due to nature of short course development timescales, therefore Vice-Chancellor's authority to approve in between meetings as required.	University Executive Board Vice-Chancellor & Chief Exe...	Approve	ED Finance, Audit & Risk PVC Research & Knowledge Exch...	Recommend	On Demand Steering Group Senior Head of Academy of Continui...	Propose					Board of Governors