

# **University of Bath - Executive Scheme of Delegation**

## **Status and Scope**

This Executive Scheme of Delegation sets out the executive authority delegated by the Vice-Chancellor to named senior officers.

It should be read alongside the University's Charter, Statutes, Ordinances, the Joint Scheme of Delegation, the Finance Scheme of Delegation and the Authority for Signing Contracts. Where there is any inconsistency, those documents take precedence.

Under Statute 5.7, the Vice-Chancellor may delegate executive authority and may amend or revoke such delegations.

Nothing in this Scheme confers authority over matters reserved to Council or Senate.

## **Principles of Delegation**

Authority under this Scheme is delegated to the named Delegated Authority Holder. Delegation of authority does not transfer accountability from the Vice-Chancellor.

Delegated Authority Holders may sub-delegate operational responsibilities where appropriate. Such sub-delegation does not transfer accountability for the exercise of the delegated authority, which remains with the Delegated Authority Holder. Ultimate accountability for powers delegated under this Scheme remains with the Vice-Chancellor. Appropriate governance, oversight and internal controls must be maintained.

The Executive body advises and supports the Delegated Authority Holder but does not itself hold delegated authority unless expressly stated.

Delegated authority must be exercised:

- in accordance with the University's constitutional framework, policies and procedures;
- in accordance with the University's Conflicts of Interest Policy and the Nolan Principles of Public Life;
- within approved financial limits and risk appetite;
- in alignment with the University Strategy and approved plans;
- following appropriate professional advice where required; and
- with decisions appropriately recorded.

## Limits and Escalation

Matters must be escalated where they:

- exceed delegated authority or financial limits;
- are reserved to Council or Senate;
- require approval under another University scheme or regulatory process;
- present significant strategic, financial, legal, regulatory or reputational risk; or
- have significant cross-University implications.

Delegated Authority Holders are responsible for managing risks within their area of responsibility. Risks that cannot be managed within the scope of the delegation, or which exceed the University's agreed risk appetite, must be escalated through the University's risk management arrangements.

Where there is uncertainty about the interpretation of this Scheme or its interaction with another governance document, advice should be sought from the Governance Office before exercising the delegated authority.

| Approval history                 |            |
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| Endorsed by UEB:                 | 22/09/2026 |
| Approved by the Vice-Chancellor: | 22/09/2026 |
| Effective from:                  | 22/09/2026 |

| <b>COMPLIANCE</b><br><b>Delegated Authority Holder:</b> University Secretary & Registrar<br><b>Executive Support:</b> Compliance Board |                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| Delegated Function                                                                                                                     | Delegated Authority                                                                                                        | Limits / Escalation                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Corporate Compliance Framework                                                                                                         | Approve operational amendments to the Corporate Compliance Framework.                                                      | Material amendments affecting reserved matters must follow the relevant Council or UEB approval route.                                                                                                                                                                                                                                                                                                                                                               |
| Compliance Policies                                                                                                                    | Approve compliance-related policies, procedures and frameworks.                                                            | Policies reserved to Council, Senate, UEB or another authority are excluded.                                                                                                                                                                                                                                                                                                                                                                                         |
| Compliance Improvement                                                                                                                 | Determine the prioritisation of compliance projects and improvement activity.                                              | Matters requiring significant additional investment or reprioritisation must be escalated to Planning Board or UEB as appropriate.                                                                                                                                                                                                                                                                                                                                   |
| Compliance Responses                                                                                                                   | Approve institutional responses to regulatory findings, internal audit recommendations and compliance issues.              | Reportable events must be managed through the relevant Accountable Officer arrangements. Material risks must be escalated to UEB and reported to ARAC where appropriate.                                                                                                                                                                                                                                                                                             |
| <b>PLANNING</b><br><b>Delegated Authority Holder:</b> Deputy Vice-Chancellor & Provost<br><b>Executive Support:</b> Planning Board     |                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Delegated Function                                                                                                                     | Delegated Decision                                                                                                         | Limits / Escalation                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Planning Framework                                                                                                                     | Approve the institutional planning framework, annual planning cycle and associated planning processes.                     | The University Strategy and Five-Year Plan remain subject to approval through the relevant University governance arrangements.                                                                                                                                                                                                                                                                                                                                       |
| Professional Services Strategic Plans                                                                                                  | Approve Professional Services Strategic Plans in support of the approved University Strategy and Thematic Strategic Plans. | The University Strategy remains subject to Council approval. Plans requiring significant reprioritisation of institutional resources must be escalated to UEB where appropriate.                                                                                                                                                                                                                                                                                     |
| Business Cases                                                                                                                         | Approve business cases, new in-year investment requests, and project change requests.                                      | The Deputy Vice-Chancellor may approve: <ul style="list-style-type: none"> <li>• business cases or change requests for investments already approved through the planning process, provided they remain within 20% of the original estimate, up to £500k (revenue) or £1m (capital);</li> <li>• new in-year investment business cases up to £200k (revenue) or £500k (capital);</li> <li>• project change requests supported by Delivery Board up to £500k</li> </ul> |

|                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>(revenue) or £1m (capital).</p> <p>Matters with significant strategic, legal, regulatory or reputational implications must be escalated to UEB.</p> <p>Where a proposal exceeds the financial thresholds delegated to the Deputy Vice-Chancellor, approval must be sought from Finance Committee in accordance with the Finance Scheme of Delegation.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| Academic Portfolio – Stage 1 Strategic/Business Decisions                                                                 | <p>The Academic Portfolio Success Board is delegated authority to approve Stage 1 strategic/business cases for:</p> <ul style="list-style-type: none"> <li>• new courses;</li> <li>• substantive course changes;</li> <li>• course suspensions; and</li> <li>• course withdrawals.</li> </ul> <p>This is an exception to the Scheme's usual model whereby delegated executive authority is held by a named Delegated Authority Holder. The Academic Portfolio Success Board exercises this delegated authority collectively in accordance with its Terms of Reference.</p> | <p>The delegation relates to the Stage 1 strategic/business decision, including consideration of strategic fit, market opportunity, financial viability and portfolio implications.</p> <p>Academic approval, including matters relating to academic standards and quality, remains subject to Senate's delegated governance arrangements and the relevant Stage 2 academic approval process. The Finance Scheme of Delegation continues to apply. Matters exceeding relevant financial authority or having significant strategic, financial, legal, regulatory or reputational implications must be escalated through the relevant governance route.</p> <p>Collaborative arrangements and partners remain subject to the University's separate academic, institutional and due diligence approval requirements.</p> |
| <b>DELIVERY</b><br><b>Delegated Authority Holder:</b> Chief Operating Officer<br><b>Executive Support:</b> Delivery Board |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Delegated Function                                                                                                        | Delegated Decision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Limits / Escalation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Portfolio Delivery                                                                                                        | Determine operational interventions required to maintain delivery within agreed tolerances.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Matters outside agreed tolerances, or requiring significant reprioritisation or additional resources, must be escalated to Planning Board or UEB as appropriate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Project Change Requests                                                                                                   | Approve project change requests.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | The Chief Operating Officer may approve project change requests to the overall cost of projects, up to 10% of the approved project budget, to a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

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|                     |                                                                    | maximum value of £200k. Larger changes must be referred to Planning Board or UEB as appropriate.              |
| Project Assurance   | Approve project management standards and assurance arrangements.   | Project-specific approvals remain with the relevant project sponsor or Planning Board or UEB, as appropriate. |
| Portfolio Reporting | Approve portfolio performance measures and reporting arrangements. | Material delivery concerns must be escalated to Planning Board or UEB as appropriate.                         |

## ACADEMIC COORDINATION

**Delegated Authority Holder:** Deputy Vice-Chancellor & Provost

**Executive Support:** Academic Coordination Board

| Delegated Function               | Delegated Decision                                                                                                              | Limits / Escalation                                                                                                                                                                                                      |
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| Strategic Plans                  | Approve Thematic Strategic plans and associated Faculty/School Delivery Plans in support of the approved University Strategy.   | The University Strategy remains subject to Council approval. Academic policy, regulations, quality, standards and strategic development of academic activities remain within Senate's delegated governance arrangements. |
| Academic Implementation          | Approve institution-wide implementation arrangements for approved thematic strategic plans and associated academic initiatives. | Matters with significant resource implications must be escalated to Planning Board.<br>Matters requiring academic approval must follow Senate's delegated governance arrangements.                                       |
| Cross-Institutional Coordination | Resolve executive coordination issues affecting multiple Faculties, the School or thematic portfolios.                          | Matters with significant strategic, financial, legal, regulatory or reputational implications must be escalated to UEB.                                                                                                  |

## INNOVATION & ENTERPRISE

**Delegated Authority Holder:** Executive Director of Innovation & Enterprise

**Executive Support:** Innovation & Enterprise Board

| Delegated Function                     | Delegated Decision                                                                                                        | Limits / Escalation                                                                                                                                                                                                                  |
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| Innovation & Enterprise Strategic Plan | Develop the Innovation & Enterprise Thematic Plan and recommend it to the Academic Coordination Board (ACB) for approval. | The Deputy Vice-Chancellor shall approve following consultation with Academic Coordination Board. Matters requiring significant additional investment or reprioritisation must be escalated to Planning Board or UEB as appropriate. |

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| Commercialisation     | Approve commercialisation arrangements, exploitation of University intellectual property and associated investment decisions.                            | The Executive Director may approve commercialisation decisions up to £500k. Financial delegations will continue to be exercised in accordance with the Finance Scheme of Delegation. Contractual commitments remain subject to the Authority for Signing Contracts. Matters with significant strategic, legal, financial, regulatory or reputational implications must be escalated to UEB. |
| Innovation Programmes | Approve oversight and accountability of priorities for innovation programmes and their delivery.                                                         | Matters with significant resource implications must be escalated through the University's planning and financial governance arrangements.                                                                                                                                                                                                                                                   |
| External Partnerships | Approve the establishment, management and closure of external partnership arrangements.                                                                  | Academic collaborations requiring approval through the University's academic governance arrangements are excluded. Contractual commitments remain subject to the Authority for Signing Contracts.                                                                                                                                                                                           |
| Proposal Progression  | Determine whether innovation and enterprise proposals are sufficiently developed to progress through the University's governance and approval processes. | This delegation does not constitute formal approval where approval is required under another University governance process.                                                                                                                                                                                                                                                                 |

## PEOPLE & CULTURE

**Delegated Authority Holder:** Director of Human Resources

**Executive Support:** People & Culture Board

| Delegated Function               | Delegated Decision                                                                                                                                                 | Limits / Escalation                                                                                                                                                                                                     |
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| People & Culture Strategic Plan  | Develop the People & Culture Strategic Plan, and recommend it to the Planning Board for approval. Approve implementation priorities supporting the Strategic Plan. | The Deputy Vice-Chancellor shall approve following consultation with Planning Board. Matters requiring significant additional investment or reprioritisation must be escalated to Planning Board or UEB as appropriate. |
| People Policies                  | Approve people-related policies, procedures and frameworks.                                                                                                        | Policies reserved to Council, Senate, UEB or another authority are excluded.                                                                                                                                            |
| Workforce Performance Indicators | Determine actions required to maintain performance indicators relating to the workforce within approved plans and parameters.                                      | Matters with significant strategic, financial, legal, regulatory or reputational implications must be escalated to UEB.                                                                                                 |

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| Organisational Development | Approve institution-wide organisational development initiatives. | Major organisational change must be escalated to UEB. Matters outside approved resources are subject to the Finance Scheme of Delegation. |
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## RESEARCH

**Delegated Authority Holder:** Pro-Vice-Chancellor (Research)

**Executive Support:** Research Committee

| Delegated Function                  | Delegated Decision                                                                                                                                                                                          | Limits / Escalation                                                                                                                                                                                                                  |
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| Research Strategic Plan             | Develop the Research Thematic Plan and recommend it to the Academic Coordination Board for approval. Approve implementation priorities within the approved plan.                                            | The Deputy Vice-Chancellor shall approve following consultation with Academic Coordination Board. Matters requiring significant additional investment or reprioritisation must be escalated to Planning Board or UEB as appropriate. |
| External Developments               | Determine executive responses to emerging research policy, funding, compliance and strategic developments.                                                                                                  | Matters requiring changes to academic policy, doctoral regulations, academic standards or Senate governance must be referred to Senate. Material institutional risks must be escalated to UEB.                                       |
| Research Initiatives and Investment | Approve the prioritisation, initiation, implementation and decommissioning of research and research-related initiatives, and determine research investment priorities, within approved plans and resources. | The Finance Scheme of Delegation applies. Major or cross-institutional initiatives requiring significant additional investment or reprioritisation must be escalated to Planning Board or UEB as appropriate.                        |
| Research Governance Structure       | Establish the executive research sub-committee structure and delegate executive responsibilities within it.                                                                                                 | Changes affecting Senate committees, Senate delegations or constitutional arrangements require Senate approval.                                                                                                                      |
| Policies & Frameworks               | Approve research-related policies, procedures and frameworks.                                                                                                                                               | Policies reserved to Council, Senate, UEB or another authority are excluded.                                                                                                                                                         |

## RECRUITMENT & ADMISSIONS

**Delegated Authority Holder:** Director of Student Recruitment & Admissions

**Executive Support:** Recruitment & Admissions Committee

| Delegated Function | Delegated Decision | Limits / Escalation |
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| Recruitment Strategic Plan & Priorities                                                                                                                         | Develop the University's Recruitment Strategic Plan and recommend it to the Planning Board for approval. Approve implementation priorities within the approved plan.              | The Deputy Vice-Chancellor shall approve following consultation with Planning Board/Academic Coordination Board. Matters requiring significant additional investment or reprioritisation must be escalated to Planning Board or UEB as appropriate.   |
| Recruitment and Admissions Frameworks                                                                                                                           | Approve recruitment and admissions policies, procedures and decision-making frameworks.                                                                                           | Matters/policies reserved to Council or Senate are excluded.                                                                                                                                                                                          |
| Access Strategy                                                                                                                                                 | Develop and implement the University's access strategy and associated executive plans, ensuring alignment with the Access and Participation Plan.                                 | Approval and variation of the Access and Participation Plan must follow the University's regulatory and governance arrangements.                                                                                                                      |
| Recruitment Performance and Markets                                                                                                                             | Determine actions in response to recruitment performance, in-cycle progress, demand, demographic change and competition.                                                          | Matters requiring significant additional investment or reprioritisation must be escalated to Planning Board or UEB as appropriate. Other matters with significant strategic, legal, regulatory or reputational implications must be escalated to UEB. |
| Recruitment Enhancement and Coordination                                                                                                                        | Approve recruitment and admissions enhancement activity and executive coordination arrangements with related institutional portfolios.                                            | Changes affecting academic policy, University-level strategic priorities or approved resources must follow the relevant governance route.                                                                                                             |
| <b>GLOBAL ENGAGEMENT</b><br><b>Delegated Authority Holder:</b> Pro-Vice-Chancellor (Global Engagement)<br><b>Executive Support:</b> Global Engagement Committee |                                                                                                                                                                                   |                                                                                                                                                                                                                                                       |
| <b>Delegated Function</b>                                                                                                                                       | <b>Delegated Decision</b>                                                                                                                                                         | <b>Limits / Escalation</b>                                                                                                                                                                                                                            |
| International Strategic Plan & Priorities                                                                                                                       | Develop the University's International Thematic Plan and recommend it to the Academic Coordination Board for approval. Approve implementation priorities within the approved plan | The Deputy Vice-Chancellor shall approve following consultation with Academic Coordination Board. Matters requiring significant additional investment or reprioritisation must be escalated to Planning Board or UEB as appropriate.                  |
| Global Partnerships and Networks                                                                                                                                | Approve the strategic development of international partnerships, alliances and networks within approved plans and resources.                                                      | Formal establishment or termination of collaborative academic partnerships, and approval of collaborative provision, must follow the University's academic approval framework and relevant governance route                                           |

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| International Partnerships Portfolio    | Determine executive priorities for the University's international partnerships portfolio.                                                   | Academic approval, due diligence and formal institutional approval requirements continue to apply. Matters with significant strategic, financial, legal, regulatory or reputational implications must be escalated to UEB.                                                                |
| Transnational Education                 | Approve the development of executive proposals and strategic approaches for transnational education and international collaboration models. | Matters requiring academic approval must follow Senate's delegated governance arrangements. Matters requiring significant additional investment or reprioritisation must be escalated to Planning Board, UEB or Council as appropriate.                                                   |
| Memoranda, Frameworks and Opportunities | Approve Memoranda of Understanding, internationalisation frameworks and executive responses to emerging global opportunities.               | The Authority for Signing Contracts and applicable due diligence requirements apply. Policies reserved to Council, Senate, UEB or another authority are excluded. Matters with significant strategic, financial, legal, regulatory or reputational implications must be escalated to UEB. |

## EDUCATION & STUDENT EXPERIENCE

**Delegated Authority Holder:** Pro-Vice-Chancellor (Education) and Pro-Vice-Chancellor (Student Experience & Sport)

**Executive Support:** Education & Student Experience Committee

| Delegated Function                                         | Delegated Decision                                                                                                                                                                                  | Limits / Escalation                                                                                                                                                                                                                                                                                                              |
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| Education & Student Experience Strategic Plan & Priorities | Develop the Education & Student Experience Thematic Plans and recommend them to the Academic Coordination Board for approval. Approve implementation priorities within the approved plan            | The Deputy Vice-Chancellor shall approve following consultation with Academic Coordination Board. Matters requiring significant additional investment or reprioritisation must be escalated to Planning Board or UEB as appropriate. Matters requiring academic approval must follow Senate's delegated governance arrangements. |
| Policies & Frameworks                                      | Approve education and student experience policies, frameworks, procedures and initiatives.                                                                                                          | Academic strategy, policy, regulations, quality and standards remain within Senate's remit. Policies reserved to Council, Senate, UEB or another authority are excluded.                                                                                                                                                         |
| Initiatives and Investment                                 | Approve the prioritisation, initiation, implementation and decommissioning of education & student experience initiatives, and determine investment priorities, within approved plans and resources. | Matters requiring academic approval must follow Senate's delegated governance arrangements. The Finance Scheme of Delegation applies. Major or cross-institutional initiatives requiring significant additional investment or reprioritisation must be escalated to Planning Board or UEB as appropriate.                        |

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| Portfolio<br>Coordination and<br>Projects | Approve executive coordination arrangements across the education and student experience portfolio and determine whether proposed projects or task-and-finish groups should be established. | Major projects or matters requiring significant additional investment must be escalated to Planning Board or UEB as appropriate. Matters requiring academic approval must follow Senate's delegated governance arrangements. |
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