

REGULATION 10: DELEGATION

1. Council may not delegate the functions listed in Statute V.3 nor the matters listed in Annex 1 to this Regulation
2. Council may, in accordance with Statute V.2, delegate its functions to:
 - (a) Senate;
 - (b) a committee consisting of two or more individuals appointed by them, at least one of whom shall be a member of Council;
 - (c) an appropriately qualified member or appropriately qualified members of Council;
 - (d) an appropriately qualified member or appropriately qualified members of the University's staff.
3. Any delegation of the functions will be clearly recorded, set out in written terms of reference, within Regulations, the Scheme of Delegation or in a list of standing functions delegated to Senate, a committee, members of Council, and the Vice-Chancellor and President.
4. Council delegates authority to Senate in relation to the matters prescribed in Regulation 4 and 8, and delegates authority to Senate and the Vice-Chancellor and President in relation to the matters prescribed in the Schedule of Delegation.
5. With the exception of the Vice-Chancellor and President and Senate, and subject to paragraph 9 below no committee or persons to which or whom functions have been delegated are permitted to delegate further those functions, without the prior agreement of Council.
6. Council may revoke any delegation at any time.
7. Members of the University's staff may be authorised by Council, Senate, or the Vice-Chancellor and President, to give effect to any decision or policy established by either Council, Senate or the Vice-Chancellor and President, as appropriate, or, in the case of Council or Senate, any of their committees, and for that purpose may be authorised to exercise such power, and do such proper act within the competence of Council or Senate, as the relevant body shall think fit.
8. The Chair of Council, the Officers of the University and such independent members of Council as Council shall from time to time determine may be authorised by either Council or Senate, or a committee established by either Council or Senate, individually, collectively, or in groups, to give effect to any decision or policy established by Council or Senate, or a committee, thereof and for that purpose to exercise the powers of Council or Senate or committee, accordingly.
9. Senate, subject to any limits or conditions specified by Council, may further delegate functions given to it by Council to:
 - (a) a committee consisting of two or more individuals appointed by Senate, at least one of whom shall be a member of Senate;

- (b) an appropriately qualified member or members of Senate; or
 - (c) an appropriately qualified member or members of the University's staff.
10. Any delegation of the functions by Senate will be either clearly recorded, within Regulations, or in a list of standing functions delegated to a committee, members of Senate or members of the University Staff.
 11. In the absence of the Vice-Chancellor and President, any functions delegated to them may be exercised by the Deputy Vice-Chancellor and Provost or a Pro-Vice-Chancellor. The Vice-Chancellor and President may delegate functions given to them, subject to any limits or conditions specified by Council or Senate and such delegations will be set out in writing. Functions which have been sub-delegated by the Vice-Chancellor and President shall be reported to the University Secretary as soon as practicable. Any standing delegated functions shall be reviewed by Council annually.
 12. In the exercise of all delegated functions, committees and individuals must comply with the Charter, Statutes, financial regulations and all other University policies and procedures.
 13. The *Terms of Reference* for any delegation by Council or Senate, and the list of standing functions delegated to members of Council, members of Senate, or members of the University's staff, will be subject to annual review by the body which delegated the function.
 14. The *Terms of Reference* of committees and the list of standing functions delegated will be published on the University's website.¹

¹ Updated on the webpages at <https://www.sussex.ac.uk/about/who>

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Annex 1

Matters reserved to Council and which may not be delegated

The list of matters in this annex may only be amended at a meeting of Council with the agreement of three-fourths present and voting and having taken into account the views of Senate.

14. Constitutional Matters

- (a) The amendment or revocation of the Charter and making, amendment or revocation of Statutes (subject to Privy Council approval).
- (b) Designation of the Accountable Officer of the University in accordance with the Office for Students' Regulatory Framework.
- (c) Making and amendment of Regulations in line with the schedule set out in Regulation 8.
- (d) Establishment and abolition of Faculties, Schools of Studies or other main academic units.
- (e) Establishment, abolition, reporting, composition and changes to Council's committee structure.
- (f) Approval and amendment of the Constitution of the Students' Union.
- (g) Recognition of organisations representing former students of the University.

15. Strategy

- (h) Approval of the University's mission statement
- (i) Approval of the University's strategy.

16. Financial Matters

- (j) Ensuring compliance with all Office for Students' Conditions of Registration related to financial matters.
- (k) Approval of the University's Financial Statements and annual audited accounts.
- (l) The appointment of the internal and external auditors of the University.
- (m) Approval of the University's *Financial Regulations*
- (n) Approval of projects with cash outflow over £10m, or £5m where criteria set out in the Financial Regulations are met.
- (o) Approval of the University's budget.

17. Policies²

- (p) Approval of policies directly connected to the discharge of Council's primary accountabilities as the governing body in accordance with the Committee of University Chairs Higher Education Code of Governance;
- (q) Approval of policies relating to statutory obligations which Council, as the governing body, has a responsibility to discharge.

² As defined in the [Policy on the Creation and Management of University Policies](#)

18. Staffing Matters

- (r) Decisions on participation in national negotiations on salaries and other staffing matters.
- (s) Approval of University pension schemes.
- (t) Appointment of the Vice-Chancellor and President.
- (u) Appointment of the Pro-Vice-Chancellors.
- (v) Appointment of the Chief Operating Officer and University Secretary.
- (w) Appointment of the Deputy Vice-Chancellor and Provost.

19. Monitoring

- (x) Monitoring the University's performance.
- (y) Monitoring the effectiveness of Council.

20. Council Appointments

- (z) Appointment of the Chair of Council.
- (aa) Appointment of the Vice-Chair of Council.
- (bb) Appointment of Council members.
- (cc) Appointment of the Chancellor.