

Contracts Delegations Schedule (Council approved - 19 November 2025)

Contracts Delegations Schedule Requirements:

Financial Limits are total value of contract over life/term/period of contract (including any variations and any extensions of contract life/term/period)

Life of contract cannot be longer than 3 years, unless specified otherwise in this Contracts Delegations Schedule

This Contracts Delegations Schedule excludes employment agreements and Research and Innovation contracts

| Reference Code | Subcategory | Authority Delegated To | Tier Level | Authority Description / Power | Conditions/Limits of Delegated Authority | Permitted Sub-delegation |
|----------------|--------------------------|---|------------|---|---|---|
| C01 | Contracts and agreements | Council | 0 | Enter into, amend, renew, terminate, manage and/or enforce capital expenditure contracts and operational expenditure contracts (including construction or facilities contracts and information technology product or service contracts) | Unlimited. | No sub-delegation permitted, unless authorised in writing by Council. |
| C02 | Contracts and agreements | Vice-Chancellor | 1 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (including construction or facilities contracts and information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Must consult with Finance and Legal Services. Limit of \$5,000,000. No limit on life/term/period of contract. | Sub-delegation permitted. |
| C03 | Contracts and agreements | Executive Director - Planning, Finance and Digital Services | 2 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (including construction or facilities contracts and information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Must consult with Legal Services if over \$1,000,000. Consult with Facilities Management and Digital Services as needed. Limited to \$2,500,000. No limit on life/term/period of contract. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C04 | Contracts and agreements | Deputy Vice-Chancellor (Academic and Research) | 2 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (including construction or facilities contracts and information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Must consult with Legal Services. Consult with Facilities Management and Digital Services as needed. Limited to \$500,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C05 | Contracts and agreements | Senior Leadership Team Member | 2 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (including construction or facilities contracts and information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Must consult with Legal Services. Consult with Facilities Management and Digital Services as needed. Limited to \$200,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C06 | Contracts and agreements | Director of Finance | 3 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (including construction or facilities contracts and information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Must consult with Legal Services if over \$1,000,000. Consult with Facilities Management and Digital Services as needed. Limit of \$1,250,000. No limit on life/term/period of contract. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C07 | Contracts and agreements | Chief Digital Officer | 3 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (only information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Limit of \$500,000. | Sub-delegation of \$100,000 or lower amount permitted. |
| C08 | Contracts and agreements | Director of Facilities Management | 3 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (only construction or facilities related contracts) | In accordance with Procurement Policy and within approved budget or business case. Limit of \$500,000. | Sub-delegation of \$100,000 or lower amount permitted. |
| C09 | Contracts and agreements | Level 3 Staff | 3 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (excluding construction and facilities contracts and information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Consult with Legal Services as needed. Limit of \$100,000. | Sub-delegation of \$50,000 or lower amount permitted. |

Contracts Delegations Schedule Requirements:**Financial Limits are total value of contract over life/term/period of contract (including any variations and any extensions of contract life/term/period)****Life of contract cannot be longer than 3 years, unless specified otherwise in this Contracts Delegations Schedule****This Contracts Delegations Schedule excludes employment agreements and Research and Innovation contracts**

| Reference Code | Subcategory | Authority Delegated To | Tier Level | Authority Description / Power | Conditions/Limits of Delegated Authority | Permitted Sub-delegation |
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| C10 | Contracts and agreements | Vice-Chancellor | 1 | Enter into, amend, renew, manage and/or enforce operational expenditure contracts (including construction or facilities contracts and information technology product or service contracts) | In accordance with the Procurement Policy, subject to consultation with UC Legal Services and Finance, and: (a) <u>For contracts (with a term up to 12 months)</u> within the approved annual budget or approved business case; or (b) <u>For multi-year contracts (with a term up to 5 years including renewals)</u> that have financial commitments extending beyond the current approved budget year, up to a total contract value of \$20 million and a max \$6 million per year cap, provided that Finance confirms that future-year commitments are sustainable within projected funding or budgets. | Sub-delegation permitted. |
| C11 | Contracts and agreements | Executive Director - Planning, Finance and Digital Services | 2 | Enter into, amend, renew, manage and/or enforce operational expenditure contracts (including construction or facilities contracts and including information technology product or service contracts) | In accordance with the Procurement Policy, subject to consultation with UC Legal Services and Finance (and with Facilities Management and/or Digital Services as appropriate) and: (a) <u>For contracts (with a term up to 12 months)</u> within the approved annual budget or approved business case, up to a total contract value of \$10 million; or (b) <u>For multi-year contracts (with a term up to 5 years including renewals)</u> that have financial commitments extending beyond the current approved budget year, up to a total contract value of \$10 million and a max \$3 million per year cap, provided that Finance confirms that future-year commitments are sustainable within projected funding or budgets. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |

| <p>Contracts Delegations Schedule Requirements:</p> <p>Financial Limits are total value of contract over life/term/period of contract (including any variations and any extensions of contract life/term/period)</p> <p>Life of contract cannot be longer than 3 years, unless specified otherwise in this Contracts Delegations Schedule</p> <p>This Contracts Delegations Schedule excludes employment agreements and Research and Innovation contracts</p> | | | | | | |
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| Reference Code | Subcategory | Authority Delegated To | Tier Level | Authority Description / Power | Conditions/Limits of Delegated Authority | Permitted Sub-delegation |
| C12 | Contracts and agreements | Deputy Vice-Chancellor (Academic and Research) | 2 | Enter into, amend, renew, manage and/or enforce operational expenditure contracts (including construction or facilities contracts and including information technology product or service contracts) | In accordance with the Procurement Policy, subject to consultation with UC Legal Services and Finance (and with Facilities Management and/or Digital Services as appropriate) and: (a) <u>For contracts (with a term up to 12 months)</u> within the approved annual budget or approved business case, up to a total contract value of \$2 million; or (b) <u>For multi-year contracts (with a term up to 5 years including renewals)</u> that have financial commitments extending beyond the current approved budget year, up to a total contract value of \$2 million, provided that Finance confirms that future-year commitments are sustainable within projected funding or budgets. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C13 | Contracts and agreements | Senior Leadership Team Member | 2 | Enter into, amend, renew, manage and/or enforce operational expenditure contracts (including construction or facilities contracts and including information technology product or service contracts) | In accordance with the Procurement Policy, subject to consultation with UC Legal Services and Finance (and with Facilities Management and/or Digital Services as appropriate) and: (a) <u>For contracts (with a term up to 12 months)</u> within the approved annual budget or approved business case, up to a total contract value of \$200,000; or (b) <u>For multi-year contracts (with a term up to 5 years including renewals)</u> that have financial commitments extending beyond the current approved budget year, up to a total contract value of \$200,000, provided that Finance confirms that future-year commitments are sustainable within projected funding or budgets. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |

| <p>Contracts Delegations Schedule Requirements:</p> <p>Financial Limits are total value of contract over life/term/period of contract (including any variations and any extensions of contract life/term/period)</p> <p>Life of contract cannot be longer than 3 years, unless specified otherwise in this Contracts Delegations Schedule</p> <p>This Contracts Delegations Schedule excludes employment agreements and Research and Innovation contracts</p> | | | | | | |
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| Reference Code | Subcategory | Authority Delegated To | Tier Level | Authority Description / Power | Conditions/Limits of Delegated Authority | Permitted Sub-delegation |
| C14 | Contracts and agreements | Director of Finance | 3 | Enter into, amend, renew, manage and/or enforce operational expenditure contracts (including construction or facilities contracts and including information technology product or service contracts) | In accordance with the Procurement Policy, subject to consultation with UC Legal Services (and with Facilities Management and/or Digital Services as appropriate) and: (a) <u>For contracts (with a term up to 12 months)</u> within the approved annual budget or approved business case, up to a total contract value of \$1.5 million; or (b) <u>For multi-year contracts (with a term up to 5 years including renewals)</u> that have financial commitments extending beyond the current approved budget year, up to a total contract value of \$1.5 million, provided that Finance confirms that future-year commitments are sustainable within projected funding or budgets. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C15 | Contracts and agreements | Chief Digital Officer | 3 | Enter into, amend, renew, manage and/or enforce operational expenditure contracts (only information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Limited to \$500,000. | Sub-delegation of \$100,000 or lower amount permitted. |
| C16 | Contracts and agreements | Director of Facilities Management | 3 | Enter into, amend, renew, manage and/or enforce operational expenditure contracts (only construction or facilities related contracts) | In accordance with Procurement Policy and within approved budget or business case. Limited to \$500,000. | Sub-delegation of \$100,000 or lower amount permitted. |
| C17 | Contracts and agreements | Level 3 Staff | 3 | Enter into, amend, renew, manage and/or enforce operational expenditure contracts (excluding construction contracts and information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Consult with Legal Services as needed. Limit of \$100,000. | Sub-delegation of \$50,000 or lower amount permitted. |
| C18 | Contracts and agreements | Vice-Chancellor | 1 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts and/or operational expenditure contracts (including construction contracts and information technology product or service contracts) where outside of approved budget | In accordance with Procurement Policy. Must consult with Finance and Legal Services. Limit of \$1,500,000. | Sub-delegation permitted. |
| C19 | Contracts and agreements | Executive Director - Planning, Finance and Digital Services | 2 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts and/or operational expenditure contracts (including construction or facilities contracts and including information technology product or service contracts) where outside of approved budget | In accordance with Procurement Policy and business case. Consult with Facilities Management and Digital Services as needed. Limited to \$750,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C20 | Contracts and agreements | Director of Finance | 3 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts and/or operational expenditure contracts (including construction or facilities contracts and including information technology product or service contracts) where outside of approved budget | In accordance with Procurement Policy and business case. Must consult with Legal Services if over \$1,000,000. Consult with Facilities Management and Digital Services as needed. Limited to \$375,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C21 | Contracts and agreements | Vice-Chancellor | 1 | Terminate contracts (including construction or facilities contracts, information technology product or service contracts) | In accordance with terms and conditions of contract and with Legal Services advice. | Sub-delegation permitted to Senior Leadership Team Members, Director of Finance, Chief Digital Officer and Director of Facilities Management. |

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| C22 | Contracts and agreements | Vice-Chancellor | 1 | Execution of Single Data Return (or equivalent) declaration | Unlimited | No sub-delegation permitted, unless authorised in writing by Council. |
| C23 | Contracts and agreements | Council | 0 | Enter into, amend, renew, terminate, manage and/or enforce non-research revenue contracts (such as agreements for the provision of services by the University and teaching services) with associated unfunded or funded costs | Unlimited | No sub-delegation permitted, unless authorised in writing by Council. |
| C24 | Contracts and agreements | Vice-Chancellor | 1 | Enter into, amend, renew, manage and/or enforce non-research revenue contracts (such as agreements for the provision of services by the University and teaching services) with associated unfunded or funded costs | Limit of \$10,000,000. Must consult with Legal Services if over \$1,000,000. No limit on life/period/term of contract. | Sub-delegation permitted. |
| C25 | Contracts and agreements | Executive Director - Planning, Finance and Digital Services | 2 | Enter into, amend, renew, manage and/or enforce non-research revenue contracts (such as agreements for the provision of services by the University and teaching services) with associated unfunded or funded costs | Limited to \$5,000,000. Must consult with Legal Services if over \$1,000,000. No limit on life/period/term of contract. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C26 | Contracts and agreements | Deputy Vice-Chancellors (Research and Academic) | 2 | Enter into, amend, renew, manage and/or enforce non-research revenue contracts (such as agreements for the provision of services by the University and teaching services) with associated unfunded or funded costs | Limited to \$2,000,000. Must consult with Legal Services if over \$1,000,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C27 | Contracts and agreements | Senior Leadership Team Member | 2 | Enter into, amend, renew, manage and/or enforce non-research revenue contracts (such as agreements for the provision of services by the University and teaching services) with associated unfunded or funded costs | Limited to \$200,000. | Sub-delegation permitted one tier down, limited to \$100,000 or lower amount. |
| C28 | Contracts and agreements | Director of Finance | 3 | Enter into, amend, renew, manage and/or enforce non-research revenue contracts (such as agreements for the provision of services by the University and teaching services) with associated unfunded or funded costs | Limit of \$1,000,000. Consultation with Legal Services required if over \$500,000. No limit on life/period/term of contract. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C29 | Contracts and agreements | Council | 0 | Enter into, amend and renew agreements for the acquisition and disposal of land and buildings (including leases) | With the written consent of the Secretary of Education. Unlimited. Must seek advice from Finance. | No sub-delegation permitted, unless authorised in writing by Council. |
| C30 | Contracts and agreements | Vice-Chancellor | 1 | Enter into, amend and renew agreements for the acquisition and disposal of land and buildings (excluding leases) | With the written consent of the Secretary of Education. Limit of \$1,000,000. Must seek advice from Finance and Legal Services. | No sub-delegation permitted, unless authorised in writing by Council. |
| C31 | Contracts and agreements | Vice-Chancellor | 1 | Enter into, amend and renew leases, licences to occupy and space use agreements (this includes UC granting lease/licence to a third party and UC being lessor/licensee from a third party). Note where lease is a deed, this requires common seal. See deed delegated authority. | With the written consent of the Secretary of Education (where required). Limit of \$5,000,000. Must seek advice from Finance. | Sub-delegation permitted to Executive Director - Planning, Finance and Digital Services and Executive Deans, limit of \$100,000 or lower amount. |
| C32 | Contracts and agreements | Director of Facilities Management | 3 | Enter into, amend and renew leases, licences to occupy and space use agreements (this includes UC granting lease/licence to a third party and UC being lessor/licensee from a third party). Note where lease is a deed, this requires common seal. See deed delegated authority. | With the written consent of the Secretary of Education (where required). Limit of \$200,000. Maximum of 5 year term. Must seek advice from Finance and Legal Services. | Sub-delegation permitted to Property Manager. |
| C33 | Contracts and agreements | Council | 0 | Enter into and amend agreements for the sale or disposal of University assets (not including land and buildings) | With the written consent of the Secretary of Education (where required). Unlimited. Must seek advice from Finance and Legal Services. | No sub-delegation permitted, unless authorised in writing by Council. |
| C34 | Contracts and agreements | Vice-Chancellor | 1 | Enter into and amend agreements for the sale or disposal of University assets (not including land, buildings, intellectual property or shares/equity) | With the written consent of the Secretary of Education (where required). Limit \$2,000,000. Must seek advice from Finance. | Sub-delegation permitted to Executive Director - Planning, Finance and Digital Services. |

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| C35 | Contracts and agreements | Senior Leadership Team Member | 2 | Enter into and amend agreements for the sale or disposal of University assets (not including land, buildings, intellectual property or shares/equity) | With the written consent of the Secretary of Education (where required). Limit of \$200,000. Must seek advice from Finance. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C36 | Contracts and agreements | Level 3 Staff | 3 | Enter into and amend agreements for the sale or disposal of University assets (not including land, buildings, intellectual property or shares/equity) | With the written consent of the Secretary of Education (where required). Limit of \$100,000. Must seek advice from Finance. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C37 | Contracts and agreements | Level 4 Staff | 4 | Enter into and amend agreements for the sale or disposal of University assets (not including land, buildings, intellectual property or shares/equity) | With the written consent of the Secretary of Education (where required). Limit of \$50,000. Must seek advice from Finance. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C38 | Contracts and agreements | Council | 0 | Enter into, amend and renew legally binding relationship agreements and collaboration agreements with other institutions or organisations (including memoranda of agreement (MOAs), memoranda of understanding (MOUs), joint ventures, data sharing agreements) | This excludes agreements for research and/or consultancy services by UC. Consult with Vice-Chancellor or Assistant Vice-Chancellor (Engagement) as needed. | No sub-delegation permitted, unless authorised in writing by Council. |
| C39 | Contracts and agreements | Vice-Chancellor | 1 | Enter into, amend and renew legally binding relationship agreements and collaboration agreements with other institutions or organisations (including memoranda of agreement (MOAs), memoranda of understanding (MOUs), joint ventures, data sharing agreements, articulation agreements) | This excludes agreements for research and/or consultancy services by UC. Must consult with Legal Services. Consult with Assistant Vice-Chancellor (Engagement) as needed. Limit of \$2,000,000. | Sub-delegation permitted. |
| C40 | Contracts and agreements | Senior Leadership Team Member | 2 | Enter into, amend and renew legally binding relationship agreements and collaboration agreements with other institutions or organisations (including memoranda of agreement (MOAs), memoranda of understanding (MOUs), partnership agreements, joint ventures, data sharing agreements, articulation agreements) | This excludes agreements for research and/or consultancy services by UC. Must consult with Legal Services. Consult with Vice-Chancellor or Assistant Vice-Chancellor (Engagement)-as needed. Limit of \$200,000 | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C41 | Contracts and agreements | Pro Vice-Chancellor (Sustainability) | 3 | Enter into, amend and renew legally binding relationship agreements and collaboration agreements with other institutions or organisations (including memoranda of agreement (MOAs) and memoranda of understanding (MOUs)) | This excludes agreements for research and/or consultancy services by UC. Must consult with Legal Services. Must consult with Vice-Chancellor or Assistant Vice-Chancellor (Engagement). Limit of \$100,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C42 | Contracts and agreements | Senior Leadership Team Member | 2 | Enter into, amend and renew enabling agreements (such as confidentiality agreements/non disclosure agreements and student placement agreements) | This excludes agreements for research and/or consultancy services by UC. Consult with Vice-Chancellor or Assistant Vice-Chancellor (Engagement) as needed. Limit of \$200,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C43 | Contracts and agreements | Assistant Vice-Chancellor (Engagement) | 2 | Enter into, amend and renew legally binding relationship agreements, collaboration agreements and enabling agreements with other institutions or organisations (including memoranda of understanding (MOUs), joint ventures, partnership agreements) with institution wide impact | Must consult with Legal Services. Limit of \$200,000. | Sub-delegation down one tier permitted. |
| C44 | Contracts and agreements | Assistant Vice-Chancellor (Engagement) | 2 | Enter into, amend and renew student exchange agreements (including Faculty only impact and institution wide impact) | | Sub-delegation down one tier permitted. |
| C45 | Contracts and agreements | Level 3 Staff | 3 | Enter into, amend and renew confidentiality agreements/non-disclosure agreements and student placement agreements | In accordance with specified templates from Legal Services or in consultation with Legal Services. Limit of \$100,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C46 | Contracts and agreements | Level 4 Staff | 4 | Enter into, amend and renew confidentiality agreements/non-disclosure agreements | In accordance with specified templates from Legal Services or in consultation with Legal Services. Limit of \$10,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |

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| C47 | Contracts and agreements | Vice-Chancellor | 1 | Enter into settlement agreement for resolution of dispute (excluding personnel/employee disputes) | Requires two signatures of Vice-Chancellor, Deputy Vice-Chancellor Research and/or Deputy Vice-Chancellor Academic. Must consult with Legal Services. Limit of \$1,000,000. | Sub-delegation permitted to Deputy Vice-Chancellor Research and Deputy Vice-Chancellor Academic. |
| C48 | Contracts and agreements | Deputy Vice-Chancellor Research | 2 | Enter into settlement agreement for resolution of dispute (excluding personnel/employee disputes) | Requires two signatures of Vice-Chancellor, Deputy Vice-Chancellor Research and/or Deputy Vice-Chancellor Academic. Must consult with Legal Services. Limit of \$250,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C49 | Contracts and agreements | Deputy Vice-Chancellor Academic | 2 | Enter into settlement agreement for resolution of dispute (excluding personnel/employee disputes) | Requires two signatures of Vice-Chancellor, Deputy Vice-Chancellor Research and/or Deputy Vice-Chancellor Academic. Must consult with Legal Services. Limit of \$250,000. | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C50 | Contracts and agreements | Council | 0 | Approve the placement and level of insurance coverage | Taking into account the recommendations of the Audit and Risk Committee | Sub-delegation to Vice-Chancellor permitted, following recommendation of Audit and Risk Committee. |
| C51 | Contracts and agreements | Executive Director - Planning, Finance and Digital Services | 2 | Approve or decline the notification of or making of an insurance claim | Unlimited | Sub-delegation to Director of Risk and Insurance permitted, for claims up to \$100,000. |
| C52 | Contracts and agreements | Council | 0 | Affixing of the common seal onto qualification testamurs | Requires countersigning by two or more of the following: Chancellor, Pro-Chancellor, Vice-Chancellor and Registrar. | No sub-delegation permitted, unless authorised in writing by Council. |
| C53 | Contracts and agreements | Council | 0 | Enter into deeds | If requires common seal to be affixed, must be countersigned by two or more of the following: Chancellor, Pro-Chancellor, Vice-Chancellor and Registrar. Must consult with Legal Services. | Sub-delegation permitted to Vice-Chancellor and Registrar. |
| C54 | Contracts and agreements | Vice-Chancellor | 1 | Enter into deeds (where common seal is not legally required) | Must consult with Legal Services | Sub-delegation down one tier permitted. |
| C55 | Contracts and agreements | General Counsel | 2 | Approve template contracts and any amendments | | Sub-delegation to Senior Legal Counsel permitted. |
| C56 | Contracts and agreements | Vice-Chancellor | 1 | Sign land transfer documents | Where the land transfer document relates to an acquisition or disposal of land, the relevant acquisition or disposal must also be approved by a person holding relevant delegated authority | Sub-delegation permitted to Executive Director - Planning, Finance and Digital Services and General Counsel. |
| C57 | Contracts and agreements | Vice-Chancellor | 1 | Sign Authority and Instruction (A&I) forms | Where the A&I form relates to an acquisition or disposal of land, the relevant acquisition or disposal must also be approved by a person holding relevant delegated authority | Sub-delegation permitted to Executive Director - Planning, Finance and Digital Services and General Counsel. |
| C58 | Contracts and agreements | Vice-Chancellor | 1 | Enter into a finance lease contract | Limit of \$1,500,000. With the written consent of the Secretary of Education (where required) | Subdelegation permitted to Executive Director - Planning, Finance and Digital Services, limit of \$50,000 or lower amount. |

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| C59 | Contracts and agreements | Council | 0 | Approve external legal engagement or external legal services | Unlimited | Sub-delegation permitted. |
| C60 | Contracts and agreements | Vice-Chancellor | 1 | Approve external legal engagement or external legal services | Within approved budget or outside of approved budget up to limit of \$1,500,000 | Sub-delegation permitted. |
| C61 | Contracts and agreements | General Counsel | 2 | Approve external legal engagement or external legal services | Within approved budget | Sub-delegation permitted to Senior Legal Counsel. |
| C62 | Contracts and agreements | Deputy Vice-Chancellor (Academic) and General Counsel | 2 | Approve amendments or updates to student enrolment agreement | Subject to advice from Legal Services | Sub-delegation permitted to Senior Legal Counsel. |
| C63 | Contracts and agreements | Senior Leadership Team | 2 | Approve proposed applications for grants | Unlimited | Sub-delegation permitted one tier down. |
| C64 | Contracts and agreements | Executive Director - People, Culture and Campus | 2 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (only construction or facilities related contracts) | In accordance with Procurement Policy and within approved budget or business case. Limit of \$750,000 | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C65 | Contracts and agreements | Executive Director - People, Culture and Campus | 2 | Enter into, amend, renew and/or enforce operational expenditure contracts (only construction or facilities related contracts) | In accordance with Procurement Policy and within approved budget or business case. Limit of \$750,000 | No sub-delegation permitted, unless authorised in writing by Vice-Chancellor. |
| C66 | Contracts and agreements | Digital Services Level 4 Staff | 4 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (only information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Limit of \$100,000 or lower amount, see Financial Delegations Register for amount | Sub-delegation permitted |
| C67 | Contracts and agreements | Facilities Management Level 4 Staff | 4 | Enter into, amend, renew, manage and/or enforce capital expenditure contracts (only construction or facilities related contracts) | In accordance with Procurement Policy and within approved budget or business case. Limit of \$100,000 or lower amount, see Financial Delegations Register for amount | Sub-delegation permitted |
| C68 | Contracts and agreements | Digital Services Level 4 Staff | 4 | Enter into, amend, renew, manage and/or enforce operational expenditure contracts (only information technology product or service contracts) | In accordance with Procurement Policy and within approved budget or business case. Limit of \$100,000 or lower amount, see Financial Delegations Register for amount | Sub-delegation permitted |
| C69 | Contracts and agreements | Facilities Management Level 4 Staff | 4 | Enter into, amend, renew, manage and/or enforce operational expenditure contracts (only construction or facilities related contracts) | In accordance with Procurement Policy and within approved budget or business case. Limit of \$100,000 or lower amount, see Finance Delegations Register for amount | Sub-delegation permitted |