

**Capital Expenditure**

The Annual Capital Budget will generally be approved as part of the annual budget process. Capital expenditure in line with the annual budget must thereafter be authorised in writing and supported by the relevant documents. This authorisation must be obtained prior to commencing with the purchase process. This authority refers to a single unit purchase or project.

<b>Authorisation Codes</b>
<b>R = Recommend</b>
<b>A = Approve</b>
<b>C = Confirm</b>

**A. Expenditure of Budgeted Capital**

<b>Classification and description</b>	<b>Operations Manager / Convenor Standing Committees</b>	<b>President</b>
All Capital Expenditure	<b>R</b>	<b>A</b>

**B. Unbudgeted Capital Expenditure**

<b>Classification and description</b>	<b>Operations Manager / Convenor Standing Committees</b>	<b>President</b>	<b>Minuted Approval by Exco</b>
All Capital Expenditure	<b>R</b>	<b>A</b>	<b>C</b>

**C. Asset Disposal**

<b>Classification and description</b>	<b>Operations Manager / Convenor Standing Committees</b>	<b>President</b>
All Capital	<b>R</b>	<b>A</b>