

DECISION MAKING AND THE SCHEME OF DELEGATION

TOPIC	RESPONSIBILTIES	FOR	DELEGATED TO
Finance	Setting the Association's finance policy, including investment strategy and reserves	Trustees	-
	Setting the Association budget	Trustees	-
	Incurring costs outside of budget	Trustees	-
	Incurring/approving costs within budget	Trustees	Budget holders
	Making payments by cheque <£1000	Trustees	1 nominated signatory
	Making payments by cheque >£1000	Council	1 Trustee + 1 nominated signatory
	Bidding for income <£1000	Trustees	CEO
	Bidding for income >£1000	Trustees	-
Employment	Appointing staff/confirming successful probation	Trustees	
	Agreeing staff terms and conditions	Trustees	
	Agreeing job descriptions	Trustees	
	Agreeing staff targets	Trustees	CEO
	Monitoring staff performance	Trustees	CEO
	Dismissing staff	Trustees	-
Commitments	Signing contracts	Trustees	-
	Commissioning services within budget	Trustees	Budget holders
	Commissioning new services or services not within budget	Trustees	-
	ESFA policy	Trustees	-
Media/PR	Representing ESFA to the media	Chairman	Determined on a case by case basis
Partnerships	Sponsor management	Trustees	CEO
	FA	Trustees	CEO, FA Rep
Representation (no decision making)	FA Talent	Trustees	FA Rep & CEO
	SARA	Council	Mike Spinks
	NCSS	Council	Stuart Inger

