



Appendix III

YST Board
Delegation of Authority

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Expenditure	Limits	Authorisation	Comments
Purchases	< £50k	Local YST Management	See YST'S QP4 Purchasing Procedure and Q11 Purchasing Threshold Table
	> £50k	Director of Finance & Governance and Chief Executive	
Expenses	< £10k	Local YST Management	See YST Travel and Subsistence Policy
	> £10k	Director of Finance & Governance and Chief Executive	
Capital Expenditure	< £100k	Director of Finance & Governance and Chief Executive	
Income	Limits	Authorisation	Comments
Customer Contracts	< £2m	Local YST Management	See YST's QP7 Project Planning & Delivery Procedure
	> £2m	Chief Executive and/or Chair	
	Posts	Authorisation	Comments
Recruitment	Board Directors & Chief Executive	Board	NGR Committee will carry out initial interviews and selection
	Director of Finance & Governance	Chief Executive, Audit Committee Chair and Assistant Director of HR	
	Other Executive Directors	Chief Executive, Board Directors and Assistant Director of HR	
	All Other Staff	HR and Line Manager (plus Head of Department and/or Executive Director, if appropriate, according to level of post)	

The exercising of the above delegations of authority are monitored through internal and external audits of our Quality Management System, which is accredited to ISO 9001:2015, and our annual, external audit (financial).

Amendment Log

Date	Change	Made by	Approved by
Nov 2017	First Issue	Surinder Sihra	Ali Oliver
30.03.18	Amendments in accordance with UK Code for Sports Governance	Janette Massey	Surinder Sihra
28.04.20	Added monitoring details, updated job title and approval of 'other staff' recruitment	Janette Massey	NGR Committee
April 2022	Four-year review – amendments to limits and authorisations	Janette Massey	YST Board