



**Appendix III**

YST Board  
Delegation of Authority

Document Number: YSTBToR01c  
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<b>Expenditure</b>	<b>Limits</b>	<b>Authorisation</b>	<b>Comments</b>
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	
	> £100k	YST Board	
<b>Income</b>	<b>Limits</b>	<b>Authorisation</b>	<b>Comments</b>
Customer Contracts	< £2m	Local YST Management	See YST's QP7 Project Planning & Delivery Procedure
	> £2m	Chief Executive and Chair	
	<b>Posts</b>	<b>Authorisation</b>	<b>Comments</b>
Recruitment	Board Directors & Chief Executive	YST 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**

<b>Date</b>	<b>Change</b>	<b>Made by</b>	<b>Approved by</b>
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
Nov 2023	Customer Contracts > £2m – authorisation changed from 'and/or' to 'and'; Cap Ex > £100k added	Janette Massey	NGR Committee