



Decision Authorities

The National Youth
Brass Band of Great
Britain

Mark Bromley, CEO

September 2020

Reserved Decisions

Governance, Strategy and Planning

Governance

- 1 Decide on policy e.g. Data Protection, Safeguarding...
- 2 Decide on delegation of authorities
- 1 Decide on accounting policy
- 1 Decide on application of accounting policy
- 2 Decide on remuneration
- 2 Decide on journals, provisions and tax treatment etc
- 3 Decide on new or modifications to financing arrangements

Strategy

- 3 Decide on strategy, organization, objectives and budget
- 5 Decide on risks, appetite and treatment

Planning & Performance

- 4 Decide on course correction

Stakeholder management

- 6 Decide on stakeholder management action e.g. BBE, ACE, media
- 7 Decide on crisis management action e.g. safeguarding
- 8 Decide on communication of strategy, priorities, performance and change

Core Business

Member services

- 9 Decide on new propositions e.g. virtual course, changes in fee structures
- 4 Decide on standard decisions above CEO limit

X Decision reserved for the Board

X Decision reserved for the Finance Manager

X Decision reserved for the Chair of Finance Committee

Standard Decisions

Category	No.	Decision (per commitment unless otherwise stated)	Who	Limit
Resourcing	1.1	Offer employment (per annum)	CEO	£20,000
		Offer long term consultancy agreement (per annum)		£10,000
	1.2	Offer short term consultancy agreement (per annum)		£1,000
	1.3	Pay salaries and benefits		As contracted
Spending	2.1	Create credit exposure (per annum)		£10,000
	2.2	Approve employee expenses (per claim)		£500
	2.3	Buy goods and services		£10,000
	2.4	Hire		£40,000
	2.5	Write down / write off asset	£500	
	2.6	Credit, refund, write off account	£1,000	
	2.7	Rent asset (total per lease)	£5,000	
	2.8	Offer bursary or award	£1,000	

- Standard decisions are business as usual decisions that fall within the Band's approved plan and budget
- Standard decisions above the CEO limit are to be agreed with the Chair of Finance Committee
- Non-standard decisions are to be referred to the Board unless otherwise stated
- The CEO may delegate up to 80% of their authority to a member of management team to ensure the efficient and effective operation of the Band
- Segregation of duties - Authority to Commit (per above), Payment Administration (Finance Manager plus Finance Committee member)