

| NCER Scheme of Delegation | | Delegated Authority | | | | | | | | | | | | | | |
|---------------------------|------------------------------|-----------------------|------------------------------|------------------------|-------------------------|---------------------|--------------|------------------|--------------------------------|---|--------------------------------|--------------|----------------------|----------------------|---------------------|-----------|
| Name | Designation | Authorise Orders <£1k | Authorise Orders £1k to £25k | Authorise Orders >£25k | Authorise Orders >£150K | Authorise Contracts | Raise Orders | Lease agreements | Authorise Invoices for payment | Authorise Travel Claims etc except for MD | Authorise Travel Claims for MD | Pay Invoices | Debt Write Offs <£1k | Debt Write Offs >£1k | Bank Reconciliation | Inventory |
| Peter Richmond | Managing Director | x | x | x | | | | x | x | x | | | x | x | | x |
| John Freeman | Chair | | | x | | | | x | | | x | | | x | | |
| | Management Board | | | | x | X | | | | | | | | | | |
| | External Accountant - Halton | | | | | | x | | | | | x | | | x | |

Approved by Management Board on 23rd August 2017

To be reviewed August 2018

PR - 24th August 2017