

NCER Scheme of Delegation		Delegated Authority														
2020/21 Financial Year																
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
Richard Stiff	Chair			x				x			x			x		
	Management Board				x	X										
	External Accountant - Halton						x					x			x	

PR - March 2020