

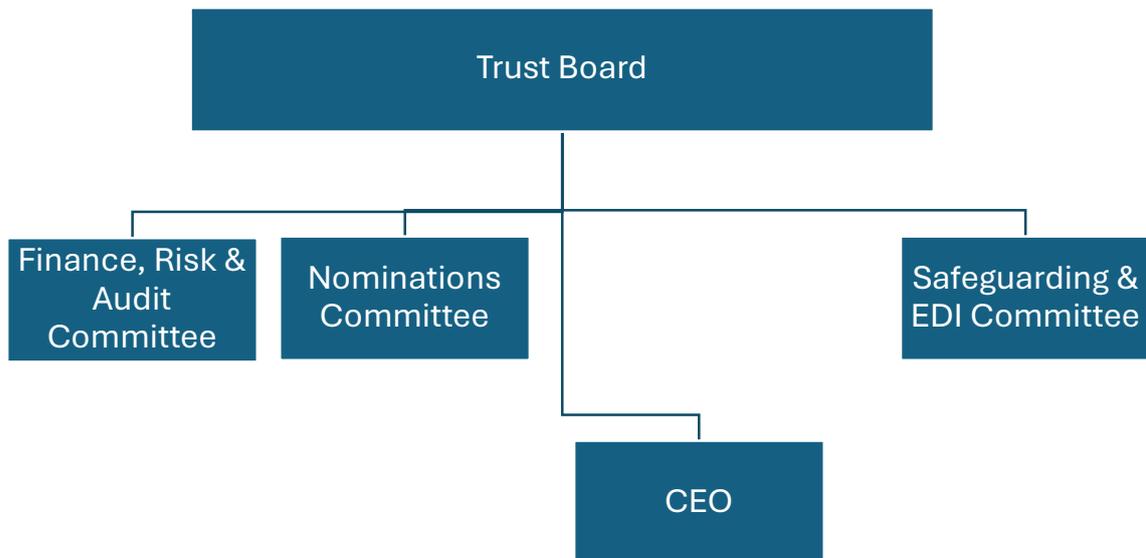


Scheme of Delegation

1. The purpose of the Scheme of Delegation

This Scheme of Delegation establishes clear lines of accountability and decision-making across Devon Cricket Foundation’s governance structure. It ensures effective oversight, management, and compliance, while enabling the board, committees, and CEO to fulfil their respective duties efficiently.

2. Governance Structure



- **Board of Trustees:** The ultimate authority responsible for governance, strategic oversight, and ensuring the foundation fulfils its mission and complies with its legal and regulatory obligations.
- **Committees:** Each committee provides specialist advice and oversight in its area, with delegated authority as specified.
- **CEO:** Responsible for the day-to-day management and operational execution, reporting to the Board of Trustees.

3. Roles & responsibilities

The Trust Board

The Trust Board holds overall responsibility for the strategic leadership of the foundation, shaping its long-term vision and mission. Key responsibilities include governance, where the board approves major policy changes, ensures compliance, and monitors the effectiveness of the governance structure. They also maintain accountability by holding the CEO responsible for the foundation's performance. In terms of finance oversight, the board approves budgets, financial statements, and any major financial decisions. Additionally, the board oversees risk management, reviewing and approving audit findings and recommendations. Finally, they are responsible for appointments, approving the selection of the CEO, trustees, and committee members.

Finance, Risk & Audit Committee

The Finance, Risk & Audit Committee is responsible for financial oversight, monitoring the foundation's financial performance, and reviewing and recommending the annual budget and financial statements to the Board. In terms of risk management, the committee reviews the risk register and ensures that adequate processes are in place to manage risks effectively. Additionally, the committee oversees both external and internal audits, ensuring that any recommendations from these audits are implemented.

Safeguarding & EDI Committee

The Safeguarding & EDI Committee is responsible for safeguarding oversight, monitoring policies and practices to ensure compliance with all legal requirements. It also develops and monitors the foundation's Equality, Diversity, and Inclusion (EDI) strategy, recommending improvements to the Board as needed. Additionally, the committee reviews safeguarding incidents and ensures that appropriate action plans are in place to address any issues that arise.

Nominations Committee

The Nominations Committee is responsible for overseeing the appointment process of trustees, committee members, and senior staff, ensuring that diversity and skills alignment are prioritised. It also recommends processes for evaluating the performance of both trustees and senior staff. Additionally, the committee manages the recruitment process for the CEO, presenting suitable candidates to the Board for approval.

CEO

The CEO is responsible for the day-to-day management of the foundation, ensuring that its operations align with the strategic direction set by the Board. This role includes financial management, where the CEO develops and oversees the budget, monitors financial performance, and provides reports to the Board and Finance Committee. Additionally, the CEO ensures compliance with safeguarding policies and implements the foundation's Equality, Diversity, and Inclusion (EDI) strategy. Regular reporting to the Board and committees on operational, financial, and risk-related matters is also a key part of the CEO's responsibilities.

4. Decision-Making Matrix

Function	Full Board	CEO	Finance, Risk & Audit Committee	Safeguarding & EDI Committee	Nominations Committee
Strategy & Policy					
Approve Organisational Mission, vision and strategic plan	Approve	Recommend	Review & recommend	Review & recommend	Review & recommend
Approve major changes in policy direction	Approve	Recommend	Review & recommend	Review & recommend	Review & recommend
Approve safeguarding and equality policies	Approve	Recommend	-	Develop, review & recommend	-
Governance review and updates to the constitution	Approve	Recommend	Review & recommend	Review & recommend	Review & recommend
Approve changes to committee structure or governance processes	Approve	Recommend	Review & recommend	Review & recommend	Review & recommend
Finance & Risk					
Approve Annual Budget	Approve	Develop & recommend	Review & recommend	-	-
Monitor Financial Performance	Receive Reports	Implement	Monitor	-	-
Approve Annual Accounts and Financial Statements	Approve	Develop & recommend	Review & recommend	-	-
Approve Major Capital Expenditure	Approve	Recommend	Review & recommend	-	-
Risk Management Framework	Approve	Develop & implement	Monitor	-	-
Risk Register Review & Oversight	Receive Reports	Develop & maintain	Monitor & review	-	-
Approve internal and external audit	Approve	Implement	Review & recommend	-	-

findings and recommendations					
People & Appointments					
Appointment of CEO	Approve	-	-	-	Develop process & recommend
Board of Trustee Appointments	Approve	-	-	-	Develop, review & recommend
Approve Committee Membership	Approve	-	-	-	Review & recommend
Trustee and senior staff performance evaluations	Receive reports	Conduct	-	-	Develop process & review
Approve remuneration for CEO and senior staff	Approve	Recommend	-	-	Review & recommend
Operations & Safeguarding					
Day to Day Operational Management	-	Implement	-	-	-
Ensure Compliance with Safeguarding Regulations	Receive reports	Implement	-	Monitor & Review	-
Review safeguarding incidents and action plans	Receive reports	Implement	-	Review & recommend	-
Develop and monitor Equality, Diversity, and Inclusion (EDI) strategy	Approve	Implement	-	Develop, monitor & recommend	-
Approve major safeguarding and EDI initiatives	Approve	Recommend	-	Review & recommend	-
Other					
Legal compliance and regulatory filings	Monitor	Implement	Review	Review	-

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Media and public Communications	Receive reports	Develop & implement			
Board & meeting schedule	Approve	Recommend			

This Scheme of Delegation should be reviewed annually by the Board of Trustees to ensure that it remains current, effective, and aligned with the foundation's needs and legal obligations.