

## **Schedule of authority delegated to the CEO by the Falmouth Exeter Plus (FX Plus) Board**

*(Approved by the Chair on behalf of the Board, 21 December 2011 and endorsed by the full Board on 8 February 2012; revised by the Board, July 2013 and July 2014; reviewed without change, June 2015.)*

*The following list of authorities is intended to give a clear understanding of how FX Plus is led in practice by the CEO. In the event of any ambiguity, the CEO will use his/her discretion and consult the Chair regarding authorities to be sought:*

1. Approval of FX Plus activities within approved FX Plus delivery strategies and overall budget/net cost to our university partners subject to point 5, below.
  2. Appointment/dismissal of staff in accordance with FX Plus's HR policies, contractual obligations and approved budgets, and in the case of members of the senior executive team, the approval of the Chair of the FX Plus Board.
  3. Approval of management structures below the level of the senior executive team within approved budgets (in consultation with relevant stakeholder groups).
  4. Formulating proposals (with the senior executive team and others) in response to the university partners' strategies regarding the vision and delivery strategies for FX Plus and making recommendations to the Board.
  5. Approval of financial commitments (within budgets approved by the Board):
    - (i) up to £100K\* within approved projects and delivery strategies and annual budgets;
    - (ii) up to £100K\* of in-year budget changes within the overall budget approved by the Board, invested in line with the delivery of overall agreed FX Plus strategy and with no material adverse impact on the financial out turn for the university partners; above that level, financial commitments need to be approved by the FX Plus Board or its sub-committees (Strategic Infrastructure Committee and Joint Systems Committee).
- \* Subject to lower level for systems (see JSC terms of reference)*
6. Approval of FX Plus policies not reserved for the Board (and following consultation with relevant stakeholders including the FXU and, where appropriate, the trade union) e.g. food/retail pricing, room allocation, HR policies, travel, space allocation within shared spaces where decisions are not of a strategic nature (ie not including, for example, decisions on locations of buildings or the use of the Blob space, which would be classed as being of a strategic nature).
  7. Internal communications, and the implementation of the brand and external communications strategy approved by the FX Plus Board.
  8. Performance management of all FX Plus staff (excluding CEO).
  9. Public/press relations for FX Plus and its subsidiary companies to be coordinated in consultation with Falmouth and UoE through the Communications Liaison Group.

10. Approval, proactive implementation and review of relevant health & safety policies and procedures, insurance covers.

This schedule will be reviewed annually by the Board.

**Appendix 1: Summary: Schedule of Limits and Authorities (within budgets already approved by the FX Plus Board)** *(schedule approved in 2012; revised July 2014)*

<i>Transaction Type</i>	<b>Board level</b>	<b>CEO plus one other Board Director</b>	<b>Chief Executive Officer</b>	<b>Senior Executive Team Member</b>
Capital Asset (defined as over £5,000)	Over £500,000	Between £100,000 and £499,000	Up to £100,000	Up to £25,000 within approved annual budgets (will link to Agresso limit)
FX Plus Building Projects	Over £500,000	Between £100,000 and £499,000	Up to £100,000	n/a
FX Plus Systems Projects	Over £500,000	Between £50,000 and £499,000	Up to £50,000	n/a
Contractual agreements on behalf of FX Plus (see Note 2,3)	Over £100,000 pa		Up to £100,000 pa or over 3 years	Up to £25,000 pa within their budget area – no longer than 3 years

**Notes:**

1. All amounts include VAT
2. Procurement must be involved/consulted on all buying and contracts/agreements
3. Please ensure any signed agreements/contracts are sent to the Procurement Department for safekeeping and record keeping.