



CYMDEITHAS DDYSGEDIG CYMRU THE LEARNED SOCIETY OF WALES

Schedules of Delegation of Authority (Delegated Powers) (approved by Council, March 2025)

A. Powers Delegated to the President

- A.1 The power to approve policy statements and position statements and other public pronouncements on behalf of the Society and, as appropriate, to publish these.
- A.2 Subject to the provisions of the Royal Charter and bye-laws, to enter into discussions and negotiations with other persons, institutions, bodies or associations to further the objects of the Society.

B. Powers Delegated to the General Purposes Committee

Subject (a) to the inclusion in the Minutes of the relevant meeting(s) of the General Purposes Committee of a record of all action taken by the Committee under the following delegated powers, (b) to the provisions of the Royal Charter and bye-laws, (c) to consideration of the financial implications of decisions, and (d) to the existence within the Society's approved Estimates of Income and Expenditure of an adequate budget to meet any anticipated costs:

- B.1 The power to approve proposals relating to the Society's Programme of Events.
- B.2 The power to approve proposals relating to the Society's publications.
- B.3 The power to approve the conclusion of agreements with other persons, institutions, bodies or associations, and the terms of any such agreements.
- B.4 The power to institute and award Prizes, in accordance with the Society's Strategy and budget.
- B.5 The power to approve proposals relating to the Society's medals.
- B.6 The power to approve proposals relating to the Early Career Researchers Network.
- B.7 The power to delegate further, on such terms and under such conditions as the Committee may determine, to the Honorary Officers (the President, the Vice-Presidents, the Treasurer and the General Secretary), any of those powers delegated to the Committee further to (B.1), (B.2), (B.3) and (B.4), above.

C. Powers Delegated to the Finance Committee

Subject to the inclusion in the Minutes of the relevant meeting(s) of the Finance Committee of a record of all action taken by the Committee under the following delegated powers:

- C.1 Subject to adherence to overall expenditure limits as approved by Council, the power to approve the virement of expenditure between budget heads within the approved Estimates of Income and Expenditure.
- C.2 The power to determine, demand, charge and receive fees (with the exception of Fellows' and other Members' Subscriptions and Admission Fees) in respect of any of the Society's activities.
- C.3 The power to receive donations, bequests and other gifts on behalf of the Society and determine how they are spent/invested.
- C.4 Subject to consideration of the financial implications of decisions and to the existence within the Society's approved Estimates of Income and Expenditure of an adequate budget to meet any anticipated costs, the power to approve policies relating to the appointment, appraisal, grading, pay and conditions of staff.
- C.5 The power to approve arrangements in connection with the Society's bank account(s), insurances and investments.
- C.6 The power to approve additional expenditure on new items not covered in the existing budget, or to reallocate spending between budget headings. In any financial year, the net effect of such decisions must not exceed £10,000 in additional expenditure across the whole budget.
- C.7 The power to delegate further, on such terms and under such conditions as the Committee may determine, to the Honorary Officers (the President, the Vice-Presidents, the Treasurer and the General Secretary), any of those powers delegated to the Committee further to (C.1), (C.2), (C.3) and (C.4), above.

D. Powers delegated to the Fellowship Committee:

- D.1 The power to approve and implement a timetable for Fellowship nominations and elections each year, subject to compliance with the relevant Society regulations and the Council meetings timetable.
- D.2 The power to amend the nomination forms and guidance issued to proposers/nominees, subject to Council's approval of any changes to the election criteria/benchmarks.
- D.3 The power to set the agenda and content for Scrutiny Committee meetings, in order to ensure consistency of processes.
- D.4 The power to agree the process by which unsuccessful nominees may be given feedback.

- D.5 The power to approve the membership and structure of Scrutiny Committees, including the appointment of Chairs and members, the appointment of Independent Members, and the co-opting of additional members if required.
- D.6 The power to advise the Vice-Presidents if arbitration is required in connection with the work of the Scrutiny Committees.

E. Powers Delegated to the Human Resources Committee

Subject to the inclusion in the Minutes of the relevant meeting(s) of the Human Resources Committee of a record of all action taken by the Committee under the following delegated powers:

- E.1 The power to approve policies relating to the discipline, suspension and dismissal of the staff of the Society.

F. Powers Delegated to the Honorary Officers (the President, Vice-Presidents, Treasurer and General Secretary), acting jointly and, as necessary, by majority decision.

Subject to the submission to the next meeting of the Council (and, as may be appropriate, to the next meeting(s) of the General Purposes Committee and / or the Finance Committee) of a report on all action taken by the Officers under the following delegated powers:

- F.1 The power to approve additional expenditure, up to a limit of £5,000, on any item for which an adequate budget does not already exist within the approved Estimates of Income and Expenditure.
- F.2 The power to approve amendments to approved procedures for the nomination and election of Fellows and Honorary Fellows.
- F.3 The power to approve proposals, bids and applications for grants and other funding and their submission to other organisations.
- F.4 The power to delegate to an Executive (with its members being the Officers, the Chief Executive and Clerk) the conduct to support business of the Society for the purpose of ensuring the effective management of the day-to-day business of the society.
- F.5 The power to delegate further, on such terms and under such conditions as the Honorary Officers may determine, to the Chief Executive and Clerk such powers as may have been delegated to the Officers by the Finance Committee in respect of (a) demanding, charging and receiving fees in respect of the Society's activities; and (b) receiving donations, bequests and other gifts on behalf of the Society.

G. Powers Delegated to the Chief Executive and Secretary (Clerk)

- G.1 The power to approve expenditure within each line of the Society's annual budget.

- G.2 The power to reallocate spending between budget headings, up to a maximum of £10,000 per quarter, as long as this does not increase the Society's net expenditure
- G.3 The power to approve additional expenditure, up to a maximum of £1,000 per quarter, on any item (including the engagement of casual staff) for which an adequate budget does not already exist within the approved budget. Such a decision must be reported to the Finance Committee at its next meeting and will count as part of the Committee's overall power to exceed net budgeted expenditure by £10,000 per year. Depending on the budget situation, the Committee may ask the Chief Executive not to use this power in the subsequent quarter.
- G.4 As relevant, the power to assist the Governance Oversight Committee with:
i. The Presidential Search Committee.
ii. Review vacancies for governance committees.
iii. Consideration of the procedure for the appointment of the Chief Executive.
- G.5 Alongside the Treasurer and General Secretary, the power for the Chief Executive to act as Director, and for the Clerk to act as Secretary at Companies House.
- G.6 Alongside the Treasurer and General Secretary, the power for the Chief Executive to act as a user and signatory for the Society's bank accounts, and for the Clerk to provide secretariat support.

H. Powers Delegated to the Governance Oversight Committee

Subject to the inclusion in the Minutes of the relevant meeting(s) of the Governance Oversight Committee of a record of all action taken by the Committee under the following delegated powers:

- H.1 The power to approve call-outs for Council and Committee members.