

# Scheme of Delegations from Board to Executive

This Scheme of Delegations provides a general explanation of how the functions of the FSA are discharged, and the roles which the Board, Chair, Chief Executive and Executive Management Team play on a day-to-day basis.

The guidance below does not supersede our official delegations, as outlined in the [FSA Act 1999 Schedule 1, paragraph 12](#).

This Scheme complements and does not replace the more detailed guidance already in place, including:

- [our risk analysis process](#)
- [our regulatory approach](#)
- and [our framework for science governance](#)

Each decision will be assessed in context to determine the correct handling.

## The Board

The Board has overall collective accountability for the activities of the Food Standards Agency in England, Wales and Northern Ireland. The Board is responsible for ensuring that the FSA's statutory functions are carried out in a way which meets its main objective to protect public health from risks which may arise in connection with the consumption of food and otherwise to protect consumers' interests in relation to food.

The Board has outlined our FSA ways of working in the Statement of General Objectives and Practices (required by the FS Act 1999, and to which the Board is required by the Act to pay due regard in carrying out its functions) and our Policy on Openness.

The Board has delegated certain functions to its committees: the Business Committee and the Audit and Risk Assurance Committee. The Board has also delegated its powers to the Chair to deal with the business of the Agency between Board meetings.

## The Chair

The Chair's responsibilities are outlined in the Board Terms of Reference and Standing Orders. The Chair provides leadership for the Board to fully discharge its governance, assurance and strategic responsibilities as a non-Ministerial department, including scrutiny of and support to the Executive. The Chair represents the views of the Board to the general public and to ministers.

## The Chief Executive

The Board, through the Chair, appoints the Chief Executive of the Food Standards Agency, subject to the approval of Ministers in England, Wales and Northern Ireland. The Chief Executive is responsible for ensuring that the activities of the Agency are carried out efficiently and effectively, and is accountable to the Board for the exercise of their powers.

The Treasury appoints the Chief Executive as the Accounting Officer (AO). The Chief Executive as AO is personally responsible for safeguarding the public funds for which they have charge; for ensuring propriety, regularity, value for money and feasibility in the handling of those public funds; and for the day-to-day operations and management of the FSA. The FSA's financial delegations, business plan deliverables and headcount limits are set out in annual delegation letters from the Chief Executive to the Directors.

## **The Chief Scientific Adviser**

The Chief Scientific Adviser (CSA) brings senior scientific oversight to the FSA and provides independent, objective challenge to the way that we use science and evidence. They are a key member of our senior leadership, reporting to the Board and with a direct line to the Chair, while being line managed by the CEO and closely supporting the work of the Executive Team.

In addition, the CSA is a conduit for the department to the rest of Government as part of the wider CSA Network and plays a key role in communicating our science to consumers, businesses and the public.