

KARRATHA SOCCER ASSOCIATION INCORPORATED

Decision Authority Matrix

Version: 1.0

Adopted: April 2026

Review Date: March 2027

1. Purpose

This appendix defines decision-making authority across the Association to ensure:

- Efficient operations
- Clear accountability
- Consistent and transparent decision-making

It should be read in conjunction with Part A (Governance & Delegation).

2. Authority Levels Defined

Level	Description
Committee	Full Committee – strategic and high-impact decisions
Executive Committee	President, VP, Secretary, Treasurer – operational decisions between meetings
Competition Manager	Day-to-day competition operations
Development Officer	Development programs and representative pathways
Registrar	Executive Committee role & Player registration, eligibility, and compliance
Referee Coordinator	Referee appointments and match official matters

3. Decision Authority Matrix

3.1 Competition & Fixtures

Decision	Competition Manager	Executive Committee	Full Committee
Create season fixtures		Review if required	—
Adjust game times (refs/weather/logistics)		—	—
Approve major fixture changes	Recommend		—

Decision	Competition Manager	Executive Committee	Full Committee
Cancel/postpone games (weather)	✓	✓	—
Finals structure	✓	—	✓

3.2 Player Eligibility & Movement

Decision	Registrar	Competition Manager	Executive Committee	Full Committee
Player registration approval	✓	—	—	—
Playing up (standard within rules)	Club managed	—	—	—
Exceptions to play-up rules	Recommend	Recommend	✓	—
Eligibility disputes	Recommend	Recommend	✓	—
Finals eligibility rulings	Recommend	Recommend	✓	—

3.3 Discipline & Compliance

Decision	Competition Manager	Executive Committee	Full Committee
Apply automatic sanctions (e.g. red cards)	✓	—	—
Review misconduct incidents	Recommend	✓	—
Tribunal / serious discipline matters	—	Recommend	✓
Apply sanctions (non-standard)	—	✓	—

3.4 Game Day Operations

Decision	Competition Manager	Executive Committee
Match day scheduling adjustments	✓	—
Field allocations	✓	—
Game day issues/escalations	✓	—
Major operational issues	Recommend	✓

3.5 Referees

Decision	Referee Coordinator	Executive Committee	Full Committee
Referee appointments	✓	—	—
Referee payments (within approved rates)	✓	—	—
Referee shortages (game adjustments)	Recommend	✓	—
Referee pay rate changes	—	Recommend	✓

3.6 Development & Representative Programs

Decision	Development Officer	Executive Committee	Full Committee
Squad selection	✓	—	—
Development team entry	Recommend	—	✓
Representative program structure	Recommend	—	✓

3.7 Financial Decisions

Decision	Treasurer	Executive Committee	Full Committee
Routine payments (approved budget)	✓	—	—
Unbudgeted minor expenses	Recommend	✓	—
Major expenditure	—	Recommend	✓
Fee setting	—	Recommend	✓

4. General Provisions

4.1 The Executive Committee may act on urgent matters between Committee meetings in accordance with Clause 2.5.

4.2 All decisions made by the Executive Committee must be reported to the Full Committee for noting or ratification.

4.3 The Competition Manager operates within the authority granted under these By-Laws and their approved role description.

4.4 Where authority is unclear, the matter shall be escalated to the Executive Committee.