

## Hampshire, Southampton and Isle of Wight CCG

### Authorised Financial Limits

Alongside the Authorised Financial Limits, for each budget area the CCG will define whether it is a Place Based, Locality delegated budget, or a Hampshire, Southampton and Isle of Wight managed budget.

The right most column of the table below will then determine the financial limits for decision making.

		<b>FINANCIAL LIMIT DRAFT</b>	<b>CCG Wide or Locality Delegated Matter</b>
<b>Commitment of Healthcare contracts and expenditure</b>			
<b>Agreeing New Contracts</b>			
	Governing Body	Unlimited	CCG
	<i>Clinical Decision Group</i>	Up to £5,000,000	CCG
	Quality, Performance and Finance Committee	Up to £5,000,000	CCG
	Accountable Officer and Chair acting jointly	£2,000,001 to £5,000,000	CCG
	Chief Financial Officer	£500,001 to £2,000,000	CCG
	Executive Director	£50,001 to £500,000	CCG
	Director of Finance	Up to £500,000	CCG
	Remuneration Committee	Up to £250,000	CCG
	Audit and Risk Committee	Up to £250,000	CCG
	<i>Local Clinical Decision Group</i>	£500,000 to £1,000,000	Loc
	Joint Commissioning Board (Southampton Local Area with Southampton City Council)	Up to £1,000,000	Loc
	Managing Director and Deputy Director of Finance acting jointly	Up to £1,000,000	Loc
	Local Area Senior Management Team	Up to £500,000	Loc
	Associate Lead who holds a budget	£50,000 or less	Loc

<b>Annual renewal of existing contracts (includes authority to sign contract documentation to given value)</b>			
	Accountable Officer and Chief Financial Officer	Unlimited	CCG
	Chief Financial Officer	Up to £15,000,000	CCG
	Managing Director and Deputy Director of Finance acting jointly	Up to £5,000,000	Loc
<b>Commitment of non-healthcare contracts and expenditure</b>			
	Governing Body	Unlimited	CCG
	<i>Clinical Decision Group</i>	Up to £500,000	CCG
	Quality, Performance and Finance Committee	Up to £500,000	CCG
	Accountable Officer and Chair acting jointly	£250,001 to £500,000	CCG
	Remuneration Committee	Up to £250,000	CCG
	Audit and Risk Committee	Up to £250,000	CCG
	Chief Financial Officer	£150,001 to £250,000	CCG
	Director of Finance	£50,001 to £150,000	CCG
	Executive Director	£10,001 to £50,000	CCG
	<i>Local Clinical Decision Group</i>	£250,000 to £500,000	Loc
	Local Area Senior Management Team	Up to £250,000	Loc
	Managing Director and Deputy Director of Finance acting jointly	Up to £100,000	Loc
	Associate Lead who holds a budget	£10,000 or less	Loc / CCG
<b>Commitment of expenditure on consultancy and/or interim staff off-payroll</b>			
	<p><b>NHS England guidelines must be followed – NHSE approval must be sought if the CCG is appointing people who fall into any of the below categories:</b></p> <ul style="list-style-type: none"> <li>• <b>Cost greater than £600 per day (excluding VAT and expenses but including agency fees);</b></li> <li>• <b>Engaged for a period greater than 6 months; or</b></li> <li>• <b>In roles of significant influence (e.g. member of CCG Governing Bodies).</b></li> </ul>		

<b>Primary Medical Care Delegated commissioning</b>				
	<b>Delegated commissioning must be in line with NHS England's SFIs. All contracts over 5 years must be approved by NHS England Commercial Executive Group. This applies to all contracts (both clinical and non-clinical).</b>			
	CCG Primary Care Committee		Unlimited	CCG
	Accountable Officer and Chair acting jointly		£1,000,001 to £2,000,000	CCG
	Chief Financial Officer		£250,001 to £1,000,000	CCG
	<i>Local Area Primary Care Operational Group</i>		Up to £1,000,000	Loc
	<i>Local Area Primary Care Senior Management Team</i>		Up to £500,000	Loc
	Managing Director and Deputy Director of Finance acting jointly		Up to £1,000,000	Loc
	Associate Lead for Primary Care		£250,000 or less	Loc
<b>Commitment of Continuing Healthcare Packages and Special Packages of Care (includes all care groups – adults, children, LD and mental health)</b>				
	Managing Director		>£5,000 per week	Loc
	Associate Clinical Lead for CHC and Deputy Director of Finance		Not more than £5,000 per week	Loc
	Clinical Lead for CHC		Not more than £3,000 per week	Loc
<b>Tenders and quotations for non-clinical services</b>				
	2 competitive quotations to be obtained for contracts		> £10,000 < £20,000	
	3 competitive quotations to be obtained for contracts		> £20,000 < £100,000	
	Formal tendering procedure must be applied where estimated contract value exceeds		£100,000	
	European Union (OJEU) limits and requirements must always be followed and procurement advise sought			
<b>Losses and Compensations Authorisation Limits</b>				
	All losses and compensations should be referred to the Chief Financial Officer		No Limit	
<b>Income - request to raise invoices and charges other than healthcare contracts</b>				

	Accountable Officer or Chief Financial Officer	Unlimited	CCG
	Director of Finance	Up to £10,000,000	CCG
	Deputy Director of Finance or Executive Director or Managing Director	Up to £5,000,000	CCG/Loc
	Assistant / Associate Director of Finance or Locality Associate Director	Up to £1,000,000	CCG/Loc
	Senior Manager (8a, 8b, 8c)	Up to £100,000	CCG/Loc

**Notes:**

- The above limits include VAT not recoverable by the CCG
- The above limits only apply to expenditure or income within agreed budgets
- Unless indicated the limits must be applied to the cumulative cost of a project and must take into account the potential whole lifetime cost of a contract