

HSI21/045

GOVERNING BODY

Title of paper	Delegated Financial Authority within Standing Financial Instructions		
Agenda item	10	Date of meeting	8 September 2021
Exec lead	Jane Cole, Director of Finance	Clinical sponsor	NA
Author	Andrew Short, Deputy Director of Finance – Corporate Accounting		

Purpose	For decision	<input checked="" type="checkbox"/>	Link to strategic objective	Operational service delivery
	To ratify	<input type="checkbox"/>		Supporting people and teams
	To discuss	<input type="checkbox"/>		Transforming services
	To note	<input type="checkbox"/>		Strategic planning and engagement
				Developing our Integrated Care System

Executive Summary

At its meeting in common on 16th March 2021 the Audit and Risk Committee approved the initial Standing Financial Instructions and Delegated Financial Authority for Hampshire, Southampton and Isle of Wight CCG.

At the time it was noted that this item would return to future Audit and Risk Committee meetings as the CCG governance and SFIs developed.

An update to Delegated Financial Authority limits was agreed by the Audit and Risk Committee at its meeting on 12th May 2021 and subsequently, as a result of Executive review in light of developing governance, a number of additional amendments were presented to the Audit Committee at its meeting on the 1st September. These amendments provide additional resilience in times of absence and other work pressures in order to avoid placing over-reliance on key individuals in the finance team:

- For *commitment of non-healthcare contracts and expenditure* an additional category for the Director of Finance has been added with limits between £50,001 to £150,000.
- For *commitment of non-healthcare contracts and expenditure* the Chief Finance Officer limits have been amended from £50,000 to £250,000 to £150,001 to £250,000.
- For *approval of invoices where agreed contracts exist* an additional category for Assistant / Associate Director of Finance has been added with approval limits of not more than £1,000,000

Formal tendering procedures are occasionally waived under exceptional circumstances. The committee is asked to consider changes to Paragraph 29.2 to clarify that occasionally a waiver may be agreed at committee level.

The suggested changes are highlighted in yellow on the appendices to this paper.

Recommendations	The Governing Body is recommended to accept the above changes to the delegated Financial Authority limits as part of the Standing Financial Instructions of the CCG.
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Publication	Include on public website ✓
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Please provide details on the impact of following aspects

Equality and quality impact assessment	NA
Patient and stakeholder engagement	NA
Financial impact, legal implications and risk	The revised limits are in line with CCG governance to address financial risk.

Governance and Reporting- which other meeting has this paper been discussed

Committee Name	Date discussed	Outcome
Audit and Risk Committee	1 st September 2021	Recommended for approval by the Governing Body