

**Hampshire, Southampton and Isle of Wight CCG
Appendix 4**

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.

		FINANCIAL LIMIT DRAFT	CCG Wide or Locality Delegated Matter
Commitment of Healthcare contracts and expenditure			
	Agreeing New Contracts		
	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

Annual renewal of existing contracts (includes authority to sign contract documentation to given value)			
	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
Commitment of non-healthcare contracts and expenditure			
	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
Commitment of expenditure on consultancy and/or interim staff off-payroll			
	<p>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:</p> <ul style="list-style-type: none"> Cost greater than £600 per day (excluding VAT and expenses but including agency fees); Engaged for a period greater than 6 months; or In roles of significant influence (e.g. member of CCG Governing Bodies). 		

Primary Medical Care Delegated commissioning				
	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).			
	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
Commitment of Continuing Healthcare Packages and Special Packages of Care (includes all care groups – adults, children, LD and mental health)				
	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
Tenders and quotations for non-clinical services				
	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			
Losses and Compensations Authorisation Limits				
	All losses and compensations should be referred to the Chief Financial Officer		No Limit	

Income - request to raise invoices and charges other than healthcare contracts			
	Accountable Officer or Chief Financial Officer or Managing Director	£10,000,000	
	Director of Finance or Deputy Director of Finance	Up to £250,000	
	Executive Director or Locality Associate Director	Up to £100,000	

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