

Board of Directors

Subject: Scheme of Delegation Update
Date: 26th March 2015
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Executive Summary:

The Scheme of Delegation (SoD) was fully updated and presented to the October 2014 Board of Directors meeting for ratification.

A couple of items have since come to light that need consideration of further amendment to the SoD.

- 1) Financial limits for Divisional Nurse Matrons to reflect the budgetary and operational hierarchy:

To accurately reflect budgetary responsibility, only one budget holder (£50k limit) is allocated per cost centre, and this is currently assigned to Nurse Matrons for their ward(s).

However, as Divisional Nurse Matrons have responsibility for nursing budgets for their respective division, and Nurse Matrons report to them, it is proposed that the SoD provides for Divisional Nurse Matrons to also be allocated the £50k limit instead of the current £10k limit (as 'other authorised signatories').

The additional authority would be inserted into the SoD Table B, Section 7.1 - Revenue Expenditure.

- 2) Termination forms:

Internal Audit have raised a concern about the authorisation of termination forms as there is no specific reference in the SoD.

It is recommended that line managers are allocated this authority and that reference to this is added to the SoD in Table A, Section 33f) – Establishments.

The proposed changes have been endorsed by the Executive Team and approved by the Audit and Assurance Committee.

Next Steps:

Following ratification by the Board of Directors an updated SoD will be issued.

Recommendations

Members are requested to ratify the proposed changes.

Relevant Strategic Objectives (please mark in bold)	
To consistently deliver safe, effective high quality care achieving a positive staff and patient experience	To eliminate the variability of access to and outcomes from our acute and community services
To reduce demand on hospital services and deliver care closer to home	To develop extended clinical networks that benefit the patients we serve
To provide efficient and cost effective services and deliver better value healthcare	

Links to the BAF and Corporate Risk Register	Not applicable
Details of additional risks associated with this paper (may include CQC Essential Standards, NHSLA, NHS Constitution)	Not applicable
Links to NHS Constitution	Not applicable
Financial Implications/Impact	Not applicable
Legal Implications/Impact	Not applicable
Partnership working & Public Engagement Implications/Impact	Not applicable
Committees/groups where this item has been presented before	Executive Team Audit and Assurance Committee
Monitoring and Review	Not applicable
Is a QIA required/been completed? If yes provide brief details	Not applicable