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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	19 January 2022	Agenda Item	2.4	
Report Title	Revised Scheme of Delegation			
Report Author	Liz Stauber, Head of Corporate Governance			
Report Sponsor	Hazel Lloyd, Acting Director of Corporate Governance			
Presented by	Hazel Lloyd, Acting Director of Corporate Governance			
Freedom of Information	Open			
Purpose of the Report	The purpose of the report is to set out proposed amendments to the scheme of delegation.			
Key Issues	<p>As part of work to develop a governance framework for the regional partnership board, it was noted that the schemes of delegations for the partner organisations differed.</p> <p>It was agreed at the November 2021 board meeting that the health board's scheme of delegation should be reviewed to bring the approval levels in-line with the others.</p> <p>As the Regional Partnership Board is not a decision making body, any approvals would need to be agreed by the boards of each organisation, so it is important that the approval limits are aligned.</p>			
Specific Action Required <i>(please choose one only)</i>	Information	Discussion	Assurance	Approval
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recommendations	<p>Members are asked to:</p> <ul style="list-style-type: none"> • RECOMMEND the proposed changes to the scheme of delegation for approval by the board. 			

REVISED SCHEME OF DELEGATION

1. INTRODUCTION

The purpose of the report is to set out proposed amendments to the scheme of delegation.

2. BACKGROUND

As part of work to develop a governance framework for the regional partnership board, it was noted that the schemes of delegations for the partner organisations differed. It was agreed at the November 2021 board meeting that the health board's scheme of delegation should be reviewed to bring the approval levels in-line with the others. As the Regional Partnership Board is not a decision making body, any approvals would need to be agreed by the boards of each organisation, so it is important that the approval limits are aligned.

3. GOVERNANCE AND RISK ISSUES

The only change proposed to the scheme of delegation is to increase the approval level of the Chief Executive from £500,000 to £750,000. Not only would this would put that role onto a different approval level to that of the Deputy Chief Executive and Chief Operating Officer, it would also result in fewer requests for Chair's action to approve urgent expenditure as currently, anything more £500,000 is reserved for the board. In the absence of the Chief Executive, the Deputy Chief Executive would have a temporary approval level of £750,000 to ensure adequate cover and the lead executive in exceptional circumstances should neither of these be available.

Under the current scheme, the Chief Operating Officer has a limit of £500k as the previous postholder was also the Deputy Chief Executive. Now this is a separate role, this has been moved to the £250k limit along with the other members of the executive team. Also added to this level is the Director of Digital and Director of Communications as direct reports to the Chief Executive.

Finally, the Deputy Chief Operating Officers (revenue and capital) and Assistant Director of Strategy (capital planning) (capital only) have had their delegations increased to £150k to support timely operational decision-making.

The current and proposed delegations were considered by Director of Finance and Acting Director of Corporate Governance and are as follows:

- **Current**

	Committee / Post	Maximum Financial Limit (excl. VAT)
1	Board	£1m
2	Chief Executive (CEO)/ Deputy CEO / Chief Operating Officer	£500k
3	Executive Directors / Board Secretary	£250k
4	Managers reporting directly to line three above (<i>excluding service group directors whose limits are outlined separately</i>)	£75k

5	Managers reporting directly to line four above	£25K
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- **Proposed**

	Committee / Post	Maximum Financial Limit (excl. VAT)
1	Board	£1m
2	Chief Executive (CEO) <i>(in the absence of the Chief Executive only, the Deputy Chief Executive would take on this level to provide cover and in exceptional circumstances where both are unavailable, the lead executive will have approval authority to this level)</i>	£750k
3	Deputy CEO	£500k
4	Executive Directors/Board Secretary/Chief Operating Officer/Chief Operating Officer/Director of Digital/Director of Communications	£250k
5	Deputy Chief Operating Officers (revenue and capital)/Assistant Director of Strategy (capital planning) (capital only)	£150k
6	Managers reporting Directly to line four above <i>(excluding service group directors whose limits are outlined separately)</i>	£75k
7	Managers reporting directly to line five above	£25k

4. FINANCIAL IMPLICATIONS

There are no financial implications resulting from these proposals as they relate to the governance of decisions as opposed to actual expenditure.

5. RECOMMENDATION

Members are asked to:

- **RECOMMEND** the proposed changes to the scheme of delegation for approval by the board.

Governance and Assurance		
Link to Enabling Objectives <i>(please choose)</i>	Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities	
	Partnerships for Improving Health and Wellbeing	<input checked="" type="checkbox"/>
	Co-Production and Health Literacy	<input type="checkbox"/>
	Digitally Enabled Health and Wellbeing	<input type="checkbox"/>
	Deliver better care through excellent health and care services achieving the outcomes that matter most to people	
	Best Value Outcomes and High Quality Care	<input type="checkbox"/>
	Partnerships for Care	<input checked="" type="checkbox"/>
	Excellent Staff	<input type="checkbox"/>
	Digitally Enabled Care	<input type="checkbox"/>
	Outstanding Research, Innovation, Education and Learning	<input type="checkbox"/>
Health and Care Standards		
<i>(please choose)</i>	Staying Healthy	<input type="checkbox"/>
	Safe Care	<input type="checkbox"/>
	Effective Care	<input type="checkbox"/>
	Dignified Care	<input type="checkbox"/>
	Timely Care	<input type="checkbox"/>
	Individual Care	<input type="checkbox"/>
	Staff and Resources	<input checked="" type="checkbox"/>
Quality, Safety and Patient Experience		
Ensuring the health board can make timely and appropriate financial decisions will support quality, safety and patient experience through the development of services.		
Financial Implications		
There are no financial implications resulting from these proposals as they relate to the governance of decisions as opposed to actual expenditure.		
Legal Implications (including equality and diversity assessment)		
The health board has a statutory duty to have in place a scheme of delegation to set out financial approval limits and it is good governance to review these levels periodically to ensure they continue to be appropriate.		
Staffing Implications		
There are no staffing implications.		
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)		
Ensuring the health board can make timely and appropriate financial decisions will enable changes and investments to be made which will support the long-term future of the organisation.		

Report History	Changes to the standing orders, scheme of delegation and standing financial instructions are reported regularly to the Audit Committee.
Appendices	There are no appendices but the full scheme of delegation is available on request.