

NHS DORSET CLINICAL COMMISSIONING GROUP
GOVERNING BODY
AMENDMENT TO SCHEME OF DELEGATION

Date of the meeting	18/05/2016
Author	C Hickson, Head of Management Accounting, Financial Planning & Primary Care
Sponsoring Board Member	P Vater, Chief Finance Officer
Purpose of Report	A revision to the Scheme of Delegation for the Head of Primary Care.
Recommendation	The Governing Body is asked to approve the report.
Stakeholder Engagement	N/A
Previous GB / Committee/s, Dates	N/A

Monitoring and Assurance Summary

This report links to the following Strategic Principles	<ul style="list-style-type: none"> • Services designed around people • Preventing ill health and reducing inequalities • Sustainable healthcare services • Care closer to home 		
	Yes [e.g. ✓]	Any action required?	
		Yes Detail in report	No
All three Domains of Quality (Safety, Quality, Patient Experience)	✓		✓
Board Assurance Framework Risk Register	✓	✓	
Budgetary Impact	✓	✓	
Legal/Regulatory	✓	✓	
People/Staff	✓		✓
Financial/Value for Money/Sustainability	✓	✓	
Information Management & Technology	✓		✓
Equality Impact Assessment	✓		✓
Freedom of Information	✓		✓
I confirm that I have considered the implications of this report on each of the matters above, as indicated	✓		

Initials : CH

1. Introduction

- 1.1 The purpose of this report is to update the Governing Body on the request for an amendment to the Scheme of Delegation following the full delegation of Primary Medical Service budgets.
- 1.2 The Personal Medical Services (PMS) and General Medical Services (GMS) monthly contract payments range from £15K to £200K. Current Scheme of Delegation limits allows Accountable Office, Chief Finance Officer and Deputy Chief Finance Officer authorisation of the monthly GMS/PMS baseline payment process. These monthly payments will increase in line with the DDRB (Doctors Dentists Remuneration Board) uplifts for 2016-17.

2. Findings

- 2.1 The current Scheme of Delegation does not allow for a Head of Primary Care to sign off monthly PMS & GMS contract payments. This risks both delaying the payment approval process with NHS England and general practice whilst moving the payment authorisation outside of the Primary Care Commissioning function.
- 2.2 The proposed adjustment to the existing CCG Scheme of Delegation would be as follows:

GP Practice Baseline Monthly Payment Run GMS/PMS/APMS (only)

Head of Primary Care <£225K

- 2.3 The monthly GMS and PMS payment process is calculated via an automated process reconciled to agreed contract values. The payment process is generated via NHS England and Capita. As the payment process is an electronically validated and generated system the financial risk is low. NHS England will require monthly approval of this payment run. To date this has been provided by the Chief Finance Officer.
- 2.4 This amendment to the Scheme of Delegation allows the Head of Primary Care oversight of these monthly payment approvals for both GMS & PMS. This provides the CCG with financial assurance directly within the Primary Care Commissioning function.
- 2.5 All other approval limits for the Head of Primary Care would be in line with existing Scheme of Delegation approval limits for Senior Manager.

3. Conclusion

- 3.1 The Governing Body is asked to **approve** the amendment to the Scheme of Delegation.

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Date : 4th April 2016

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