



## **Scheme of Delegation**

**Approved by Directors:**

**6<sup>th</sup> March 2025**

**Review date:**

**March 2026**

**Director Lead**

**Ben Cox**

### **SCHEME OF DELEGATION**

To ensure the effective management of financial matters associated with eCAPH, the following levels of delegation have been agreed via Directors for the financial year 2024/25. These levels will be reviewed on an annual basis.

<b>Role</b>	<b>Authorisation</b>
<b>BUSINESS MANAGER</b>	<b>up to £250</b>
<b>CHAIR</b>	<b>up to £2,500</b>
<b>FINANCE DIRECTOR</b>	<b>up to £5,000</b>
<b>DIRECTORS BOARD</b>	<b>anything over £5,000</b>

The above limits reflect any spend that is not anticipated. i.e. payment for venue hire will have been agreed by Exec Board therefore the invoice may be paid by BM without referral.