

LONDON BOROUGH OF ISLINGTON

CHILDREN'S SERVICES DIRECTORATE SCHEME OF AUTHORISATION

In accordance with Part 3 Paragraph 8.13 of the Constitution, I hereby authorise the post holders listed to exercise the powers delegated to them in the table below.

This scheme of authorisation does not authorise the exercise of any delegated powers to make a Key Decision as defined in the Constitution. In cases where a Key Decision which may be made at officer level is to be made, a written report explaining the nature of the Key Decision, why it is to be made and the options to be considered shall be provided to me.

Signed

Jon Abbey
Corporate Director, Children's Services

Specific authorisation to exercise delegated powers

Delegated power	Post holder(s) Authorised	Any applicable restrictions										
<p>Approval of procurement strategies (business cases), recordable decisions, other business cases, procurement waivers, contract award/vfm reports and variations to commercial contracts/agreements (excluding Section 75 agreements), including signing such agreements under hand:</p> <ul style="list-style-type: none"> • up to £500k revenue • up to £1million capital <p>(Note: the Corporate Director of Children's Services may normally take Key Decisions up to £2million revenue or £5million capital or higher where specifically delegated by the Executive for a named individual agreement).</p>	<p>Directors and/or Chief Officer grade Heads of Service reporting directly to Corporate Director for:</p> <ul style="list-style-type: none"> • Safeguarding and Family Support • Young Islington • Learning and Achievement • Commissioning and Investment 	<p>Appropriate advice to be taken in regard to governance, finance and the law as necessary.</p> <p>All contracts must be signed by any two authorised officers, in line with the Constitution. Authorised Officers to sign contracts for services for Children's Services include those in the post holder authorised and their senior managers graded PO8 or above.</p>										
<p>Approval of invoices and/or sundry payments</p> <p>(Note: the Corporate Director of Children's Services may normally approve invoices and/or sundry payments pursuant to an existing decision up to £3m).</p>	<p>Service Directors reporting directly to Corporate Director for:</p> <ul style="list-style-type: none"> • Up to £1million • Safeguarding and Family Support • Young Islington • Learning and Achievement • Commissioning and Investment 	<p>Appropriate training to have taken place for the Basware Alusta e-invoicing system and CedAR finance system (or replacement systems, should these change).</p> <p>Can be further delegated to the maximum extent expressed below by the relevant Service Director, unless a specific exception applies agreed by the Corporate Director as follows:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding-right: 20px;">Chief Officer grade Directors and/or Heads of Service</td> <td>£100k to £250k</td> </tr> <tr> <td>PO9-PO11</td> <td>£10k to £50k</td> </tr> <tr> <td>PO3-PO8</td> <td>£5k to £10k</td> </tr> <tr> <td>PO1-PO2</td> <td>£1k to £5k</td> </tr> <tr> <td>Grades below PO1</td> <td>Up to £500</td> </tr> </table>	Chief Officer grade Directors and/or Heads of Service	£100k to £250k	PO9-PO11	£10k to £50k	PO3-PO8	£5k to £10k	PO1-PO2	£1k to £5k	Grades below PO1	Up to £500
Chief Officer grade Directors and/or Heads of Service	£100k to £250k											
PO9-PO11	£10k to £50k											
PO3-PO8	£5k to £10k											
PO1-PO2	£1k to £5k											
Grades below PO1	Up to £500											

<p>Second signatory for money transfers or CHAPS payments to administer decisions, following that of the Chief Executive, Corporate Director or other person with specific delegated authority.</p> <p>(Note: the Corporate Director of Children's Services may normally authorise £10million unless a specific exemption has been granted by the Executive).</p>	<p>Service Director's reporting directly to Corporate Director for:</p> <ul style="list-style-type: none"> • Up to £5million • Safeguarding and Family Support • Young Islington • Learning and Achievement • Commissioning and Investment 	<p>Power cannot be further delegated</p>
<p>Supplier Maintenance - agreeing a new supplier set up requirement or authorising an email for supplier.</p> <p>(Note: the Corporate Director can authorise a new supplier set up or email for a supplier. In an emergency can authorise normal checks do not occur, but this last power is not delegated).</p>	<p>Directors and/or Chief Officer grade Heads of Service reporting directly to Corporate Director for:</p> <ul style="list-style-type: none"> • Safeguarding and Family Support • Young Islington • Learning and Achievement • Commissioning and Investment 	<p>Power cannot be further delegated</p>
<p>Corporate Management Board review consultancy business cases over £450 per day and clearance for these is needed from Corporate Director of Children's Services is only delegated when the Corporate Director is unavailable for a continuous period in excess of two working weeks.</p> <p>Agreeing consultancy business cases to be reviewed by the consultancy business case panel (where under the £450 per day figure for CMB approval)</p>	<p>Directors and/or Chief Officer grade Heads of Service reporting directly to Corporate Director for:</p> <ul style="list-style-type: none"> • Safeguarding and Family Support • Young Islington • Learning and Achievement • Commissioning and Investment 	<p>Normal decision-making guidance applies such as Procurement Rules and governance matters such as Key Decisions or Recordable Decision etc.</p>

<p>Agreeing the need for an appointment, amendment, addition or deletion of staff within the structure establishment for Children's Services, providing funding arrangements are in place.</p> <p>Agreeing to an acting-up, honorarium and/or secondment arrangement including any termination or extension of such arrangement, provided funding arrangements are in place.</p> <p>(Note: the Corporate Director of Children's Services has these powers).</p>	<p>Directors and/or Chief Officer grade Heads of Service reporting directly to Corporate Director for:</p> <ul style="list-style-type: none"> • Safeguarding and Family Support • Young Islington • Learning and Achievement • Commissioning and Investment 	<p>Unless the appointment falls within the scope of the Officer Employment Rules in Part 4 of the Constitution.</p> <p>Recruitment panels may be delegated in line with procedures set out by Human Resources, providing relevant matters such as training have occurred.</p>
<p>Writing off debts within Children's Services up to £10k.</p> <p>(Note: the Corporate Director of Children's Services has this authority up to £20k, but is limited to delegating no more than £10k in accordance with the Constitution, Part 6 Codes and Protocols, Financial Regulations, Regulation 3.25.)</p>	<p>Directors and/or Chief Officer grade Heads of Service reporting directly to Corporate Director for:</p> <ul style="list-style-type: none"> • Safeguarding and Family Support • Young Islington • Learning and Achievement • Commissioning and Investment 	<p>Power cannot be further delegated</p>
<p>Compensation payments up to £100k in relation to any matter.</p>	<p>Directors and/or Chief Officer grade Heads of Service reporting directly to Corporate Director for:</p> <ul style="list-style-type: none"> • Safeguarding and Family Support • Young Islington • Learning and Achievement • Commissioning and Investment 	<p>Power cannot be further delegated</p>

Managing Schools in financial difficulty.	General document	
Decisions relating to Children in Need, Court Orders, Children Look After and Disabled Children services.	Scheme of Delegation - updated 2024	Within the overall strategy in relation to the provision of services including approval of any statutory plans affecting services for Children and Young People agreed by the Executive
Decisions relating to Islington Safeguarding Children's Partnership.	https://www.islingtonscp.org.uk/iscp/safeguarding-partners	

