

Trust Headquarters
Russell's Hall Hospital
Dudley
West Midlands
DY1 2HQ

Ref: FOI-042025-0001538

Date: 11.4.25

Address / Email:

Dear

Request Under Freedom of Information Act 2000

Thank you for requesting information under the Freedom of Information Act 2000.

Request

Please could you provide a copy of your Trust's current delegated levels of authorisation for budgeted revenue and capital expenditure? Specifically, I am seeking details of the authorisation limits by staff grade/role (e.g., Budget Holder, Ward Manager, Executive Director) and the required procurement process (e.g., informal quotation, formal quotation, tender) at each threshold.

For clarity, I am referring to a structure similar to the one shown in the attached example (provided from another NHS Trust), which outlines expenditure thresholds and the corresponding required approval and procurement method.

If available, please also include:

1. Any policy documents, flowcharts, or tables that detail these authorisation levels.
2. The procedures for obtaining quotations and tenders at various expenditure thresholds.
3. Any capital expenditure limits or variation thresholds that apply within your organisation.

Response

Please see attached details of the delegated levels of authorisation for budgeted revenue and capital expenditure.

For a copy of the authorisation form please contact dgft.foi@nhs.net quoting the FOI reference number

If you are dissatisfied with our response, you have the right to appeal in line with guidance from the Information Commissioner. In the first instance you may contact the Information Governance Manager of the Trust.

Information Governance Manager
Trust Headquarters
Russell's Hall Hospital
Dudley
West Midlands
DY1 2HQ
Email: dgft.dpo@nhs.net

Should you disagree with the contents of our response to your appeal, you have the right to appeal to the Information Commissioners Office at.

Information Commissioners Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Tel: 0303 123 1113
www.ico.org.uk

If you require further clarification, please do not hesitate to contact us.

Yours sincerely

Freedom of Information Team
The Dudley Group NHS Foundation Trust