

# Corporate Delegations

## 1. Statement

The Department of Health (the department) Framework for delegating authority ensures the most appropriate individuals can act autonomously to make decisions on behalf of the Minister for Health or Director-General.

## 2. Purpose

The purpose of this policy is to ensure:

- the arrangements by which power, authority and functions are delegated within the department are aligned with legislation and statutory authority in accordance with the legislative requirements set out in the *Financial Accountability Act 2009*, *Public Service Act 2008* and *Public Sector Ethics Act 1994*
- a consistent and standardised approach to corporate delegations.

## 3. Scope

This policy applies to all employees, contractors and consultants within the department divisions and commercialised business units.

This policy excludes any clinical related delegations (e.g. Scope of Practice, *Public Health Act 2005* delegations etc.).

## 4. Principles

The department assigns delegations of authority:

- **In accordance with legislation:** the authorising legislation allows the authority, function or power to be delegated as applicable and/or sub-delegated as applicable.
- **Based on accountabilities and positions:** positions will be individually assessed for the requirements of a delegation.
- **Using a risk based approach:** the levels of delegations align with the department's risk appetite and business needs.
- **Within defined business rules:** business rules are applied and monitored.

## 5. Legislation

- *Acts Interpretation Act 1954* (Qld)
- *Ambulance Service Act 1991* (Qld)
- *Constitution of Queensland 2001*
- *Crime and Corruption Act 2001* (Qld)
- *Financial Accountability Act 2009* (Qld)
- Queensland Treasury 2012, *Financial Accountability Handbook*
- *Financial Accountability Regulation 2009* (Qld)
- *Financial and Performance Management Standard 2009* (Qld)
- *Hospital and Health Boards Act 2011* (Qld)
- *Industrial Relations Act 1999* (Qld)

- *Information Privacy Act 2009* (Qld)
- *Property Law Act 1974* (Qld)
- *Public Sector Ethics Act 1994* (Qld)
- *Public Service Act 2008* (Qld)
- *Right to Information Act 2009* (Qld)

## 6. Supporting documents

- Contract Signing Delegations
- Control Framework for Expenditure
- Corporate Card Policy and Standard
- Corporate Delegations Standard
- Expenditure Delegations Framework
- Expenditure Delegations Guideline
- Financial Management Practice Manual
- Human Resource (HR) Delegations Manual
- Internal Control Framework
- Procurement Delegation Procedures
- Real Property Delegations
- Right to Information and Information Privacy Delegations

## 7. Definitions

Term	Definition
Delegation	A process whereby a person holding an authority, function or power authorises another to exercise the authority, function or power.

## Version Control

Version	Date	Comments
Version 1.	December 2012	Delegations Policy developed.
Version 1.1	10 June 2015	Policy Rationalisation Project – Minor editorial changes. Migration of content to new templates.
Version 2	March 2016	Full review