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**Matters only the Board can approve**

**Classification:**

Open

**Document custodian:**

Social Care Wales Board

**Target audience:**

Social Care Wales Staff and Board

**Other policies that should be read in conjunction with this policy:**

Model Governance Framework; Scheme of Delegation

**Policy author:**

Board Secretary

**Last date approved:**

April 2022

**Next review date:**

April 2025

**Impact assessment outcomes:**

This policy has been screened for relevance to equality / Welsh language / data/ climate change / Future Generations. No potential negative impact has been identified

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**Matters only the Board can approve**

As a Welsh Government Sponsored Body Social Care Wales has agreed with the Welsh Government how we will work and what we need to do to ensure we get the money we need to do our work as effectively as possible. This is set out in an agreement called the ‘Model Governance Framework’.

In the framework Social Care Wales must keep a list of matters that can only be approved by the Social Care Wales Board.

**Delegation**

The Scheme of Delegation sets out who is allowed to make decisions. This was last agreed by the Board on 15 July 2021.

The Scheme of Delegation states:

* what the Board of Social Care Wales does and how it works
* what is expected of the Board as a group and as individuals
* that the running and management of Social Care Wales is the responsibility of the Chief Executive; and
* that the Chief Executive will allow others in Social Care Wales to make decisions, who they are and what decisions they can make.

The Board will delegate certain matters to the Board’s Committees. These will be set out in the Terms of Reference of the relevant Committee.

The following list of matters, including any changes, must be agreed by the Board unless matters have been delegated to the Chief Executive or a Committee of the Board. The list does not cover all the matters the Board will be asked to approve.

While the Board allows others to make decisions, it is responsible and answerable for all the decisions made in its name.

The Board can change any responsibility it has given to others or cancel any decision or action of a Committee, Sub-Committee working or stakeholder advisory group.

Matters only the Board can approve are as follows:

**What Social Care Wales will do**

* Set out what Social Care Wales will do
* How it will get there through its strategic plan and annual business plan
* Approve any new areas of business Social Care Wales may be asked to do
* Approve Social Care Wales’s strategic plan and business plan.

**How Social Care Wales will spend its money**

* Approve Social Care Wales’s annual budget which is included in the business plan
* Approve funding schemes to support the training of social workers and social care workers
* Approve the fees the people who are on the Register will pay
* Approve the fees that will be set for new groups of people who will need to be registered
* Approve how significant new areas of work will be funded

**How the Board will check and review the work of Social Care Wales**

* Approve Social Care Wales’s annual financial report – the statutory annual accounts.
* Approve Social Care Wales’s annual report. This should be published no later than the 30 November after the end of each financial year.
* Review and check how Social Care Wales is working through its quarterly performance reports against the Business Plan.

**The Board can appoint**

* a Deputy Chair of Social Care Wales Board
* the Chief Executive, with the prior approval of the Deputy Minister for Social Services

**Responsibilities and powers of the Board**

* Approve the Committees needed by Social Care Wales. This includes setting them up, any changes to their work and disbanding them
* Approve what the Committees do, who is on the Committees and what they do. This is set out in the Committees terms of reference
* Make recommendations to Welsh Government on Senior Management Pay
* Changes to the Chief Executive’s powers.

**How the Board works and behaves**

* Agree how the Social Care Wales Board works through the standing orders.
* Agree how Board Members behave through the Code of Conduct for Members.

**What Social Care Wales is doing under the Regulation and Inspection of Social Care (Wales) Act 2016**

* Approve the Rules for Registration and Fitness to Practise (Parts 4 to 8)
* Approve the codes of practice (Section 112) that set out the standards of behaviour and practice of social care workers, as well as social care employers or those looking to work as social care workers
* Agree the Rules for the approval of courses (Section 114):
* for people who are social workers or who wish to be registered social workers with Social Care Wales
* in the work of people registered with Social Care Wales or who want to be registered
* in the work of people who are or want to be social care workers that is not listed under section 80(1)
* Approve the rules for the inspections of certain courses (Section 115)
* Approve the rules requiring registered persons to undertake further training (Section 113)
* Approve the Social Care Wales element of the national market stability report (Section 63)
* Approve studies into the economy, efficiency and effectiveness in the provision of a care and support service (Section 70)
* Approve how Social Care Wales involves people and social care workers in its work (Section 71)
* Approve how Social Care Wales will bring criminal proceedings (Section 72)
* Approve the rules for the payment of fees (Section 73) to Social Care Wales in carrying out its work. Social Care Wales may make rules for the payment of fees for:
* the provision of advice or other assistance under section 69;
* registration in the register (see Part 4);
* the approval of courses under section 114 (approval of courses for persons who
* are or wish to become social care workers);
* the provision of training under section 116 (training provided or secured by SCW);
* the provision of copies of codes of practice or copies of, or extracts from, the
* register.

**Other matters**

The Social Care Wales Board may make decisions the Board and the Executive Management Team think are so important and significant as to need their agreement.

This list will be updated every three years or when needed.