

Board of Directors – Meeting held in Public

10 November 2022

Paper title:	Ratification of Standing Financial Instructions and Scheme of Delegation	Agenda Item 21
Presented by:	Mike Woodhead, Director of Finance, Contracting and Estates	
Prepared by:	Stacey Pearson, Head of Financial Accounting & Capital	
Committees where content has been discussed previously	Audit Committee, 6 th October 2022	
Purpose of the paper Please check ONE box only:	<input checked="" type="checkbox"/> For approval <input type="checkbox"/> For information <input type="checkbox"/> For discussion	
Link to Trust Strategic Vision Please check ALL that apply	<input type="checkbox"/> Providing excellent quality services and seamless access <input type="checkbox"/> Creating the best place to work <input type="checkbox"/> Supporting people to live to their fullest potential <input type="checkbox"/> Financial sustainability, growth and innovation <input checked="" type="checkbox"/> Governance and well-led	
Care Quality Commission domains Please check ALL that apply	<input type="checkbox"/> Safe <input type="checkbox"/> Caring <input type="checkbox"/> Effective <input checked="" type="checkbox"/> Well-Led <input type="checkbox"/> Responsive	

Purpose of the report

The purpose of this paper is to summarise the changes required to the Standing Financial Instructions and Scheme of Delegation and present the recommended changes to the Audit Committee, for approval by the board.

The recommended changes to the Standing Financial Instructions and Scheme of Delegation , were presented to Audit Committee on the 6th October 2022, where the recommendation was made that the Board approve the amendments proposed to the Standing Financial Instructions and Scheme of Delegation, to reflect changes within the Trust, in addition to legal and regulatory references made throughout the documents.

Executive Summary

A review of the Trust’s Standing Financial Instructions (SFI’s) and the Scheme of Delegation (SoD) has been undertaken, to reflect any changes required.

The proposed amendments to the SFI's and SoD's are provided in **Appendix A**. They are relating to the following areas:

- Narrative changes in relation to changes in official acts, regulations, frameworks and governance.
- Amendments relating to changes in job titles of two board members.
- Amendments to the full organisational name for the Department of Health and Social Care.
- Amendment to references relating to the Procurement and Supplies department.

Due to the recent changes and newly established Integrated Care Boards (ICBs), there may be a requirement during 2022/23 to make further changes to Trust's existing SFI's and SoD's. Any further amendments will be presented at a future Audit Committee.

Appendix A: Summary of the existing and proposed amendments to the SFI's and SoD

Appendix B: Detailed SFI's with the proposed amendments – includes track changes

Appendix C: Detailed SoD with the proposed amendments – includes track changes

Do the recommendations in this paper have any impact upon the requirements of the protected groups identified by the Equality Act?

Yes

No

Recommendation(s)

The Board of Directors is asked to:

- Review the recommendation by the Audit Committee held on the 6th October and **approve** the amendments proposed to the Standing Financial Instructions and Scheme of Delegation, to reflect changes within the Trust, in addition to legal and regulatory references made throughout the documents.

Relationship to the Board Assurance Framework (BAF)

The work contained with this report links to the following strategic risks as identified in the BAF:

- SO1:** Engaging with our patients, service users and wider community to ensure they are equal partners in care delivery (QSC)
- SO2:** Prioritising our people, ensuring they have the tools, skills and right environment to be effective leaders with a culture that is open, compassionate, improvement-focused and inclusive culture (WEC)
- SO3:** Maximising the potential of services to delivery outstanding care to our communities (QSC)
- SO4:** Collaborating to drive innovation and transformation, enabling us to deliver against local and national ambitions (Board)
- SO5:** To make effective use of our resources to ensure services are environmentally and financially sustainable and resilient (FBIC)

<input type="checkbox"/> SO6: To make progress in implementing our digital strategy to support our ambition to become a digital leader in the NHS (FBIC)	
Links to the Strategic Organisational Risk register (SORR)	<p>The work contained with this report links to the following corporate risks as identified in the SORR:</p> <ul style="list-style-type: none"> • Risk 2536: If we do not make effective use of our resources this may result in regulatory interventions, as well as impacts on quality of services
Compliance & regulatory implications	<p>The following compliance and regulatory implications have been identified as a result of the work outlined in this report:</p> <ul style="list-style-type: none"> • Standing Financial Instructions (SFIs) detail the financial responsibilities, policies and procedures adopted by the Trust. They are designed to ensure that the Trust's financial transactions are carried out in accordance with the law and the Independent Regulator's relevant guidance. SFIs identify the financial responsibilities that apply to everyone working for the Trust and its constituent organisations.