

Trust Board Meeting: Wednesday 13 May 2020

TB2020.49

Title	Update to Reservation and Delegation of Powers and Standing Financial Instructions Policy.
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Status	A paper recommending an update to the Reservation and Delegation of Powers and Standing Financial Instructions document to reflect the establishment of the Integrated Assurance Committee.
History	This report proposes an update to the Reservation and Delegation of Powers and Standing Financial Instructions document approved in January 2020 following the establishment of the Integrated Assurance Committee as set out in paper TB2020.23 approved by the Trust Board in March 2020.

Board Lead(s)	Jason Dorsett - Chief Finance Officer			
Key purpose	Strategy	Assurance	Policy	Performance

Executive Summary

1. The Paper recommends changes to the Standing Financial Instructions approved by the Trust Board in January 2020. These reflect the replacement of the Quality Committee and the Finance & Performance Committee by the Integrated Assurance Committee as previously approved by the Trust Board in March 2020.

2. A wider review of the governance arrangements is currently underway and it is envisaged that this may result in further changes in the documentation. These will be brought forward in due course.

3. Recommendation

The Trust Board is asked to:-

- a) Approve the proposed changes Scheme of Delegation and Standing Financial Instructions.
- b) Note that further changes to the governance arrangements are likely to come forward once the review, currently underway, is complete.

Proposed Update to Reservation and Delegation of Powers and Standing Financial Instructions

Introduction and background

1. It is good practice to keep the governance procedures under review and to update these as and when required.
2. Since the adoption of the last update of the Reservation and Delegation of Powers and Standing Financial Instructions in January 2020, the Trust Board has approved the establishment of the Integrated Assurance Committee in March 2020. This means that any references to the Quality Committee and the Finance & Performance Committee are now longer valid and need to be replaced by the Integrated Assurance Committee.
3. A wider review of the governance arrangements is currently underway and it is envisaged that this may result in further changes to the various governance documents. Any such changes will be brought forward in due course.

Proposed Changes

4. It is proposed that the January 2020 Reservation and Delegation of Powers and Standing Financial Instructions document should be amended to reflect:-
 - 4.1. The agreed terms of reference of the Integrated Assurance Committee as approved by the Board of Directors in March 2020.
5. A schedule of the proposed changes to the Reservation and Delegation of Powers and Standing Financial Instructions is attached at **annex 1**.
6. A full version of the Reservation and Delegation of Powers and Standing Financial Instructions is available on request and subject to approval by the Trust Board, will be uploaded to the intranet.

Next Steps

7. Once approved, the master copy of these documents held on the intranet will be updated and divisional teams and corporate managers will be alerted to the updated documents.
8. Once the review of the wider governance arrangements has concluded, any resultant proposals in respect of the various governance documents will be brought forward for consideration and approval.

Recommendation

9. The Trust Board is asked to;

- a) Approve the proposed changes to the Scheme of Delegation and Standing Financial Instructions, as set out in **annex 1**.
- b) Note that further changes to the governance arrangements are likely to come forward once the review, currently underway, is complete.

Jason Dorsett Chief Finance Officer

4th May 2020

Report prepared by:

Richard Gardner,
Financial Consultant
April 2020

Changes to the Reservation and Delegation of Powers and Standing Financial Instructions

Ref	Page No	Proposed Change	Reason
<u>Changes to the Reservation and Delegation of Powers and Standing Financial Instructions</u>			
Section A	7	Insert definition of Integrated Assurance Committee at para 1.3.16	To reflect the establishment of the Integrated Assurance Committee.
Section A	8	Remove the definition of the Quality Committee.	To reflect the change in the Trust Boards' committee structure.
Section B	14	Delete role of Finance & Performance Committee.	To reflect the change in the Trust Boards' committee structure.
Section B	15	Delete role of Quality Committee	To reflect the change in the Trust Boards' committee structure.
Section B	16	Insert role of Integrated Assurance Committee.	To reflect the change in the Trust Boards' committee structure.
Section C 2.1.1	39	Replace reference to Quality Committee with Integrated Assurance Committee.	To reflect the change in the Trust Boards' committee structure.