

## Board of Directors

Thursday, 05 July 2018

<b>Report Title:</b>	<b>Standing Financial Instructions and Scheme of Delegation</b>
<b>Executive/NED Lead:</b>	Dawn Scrafield, Director of Finance
<b>Report author(s):</b>	Dawn Scrafield, Director of Finance
<b>Previously considered by:</b>	Audit Committees at CHUFT and IHT

Approval     
  Discussion     
  Information     
  Assurance

<b>Executive summary</b>
<p><b>Purpose</b></p> <p>The purpose of this paper is to present the Standing Financial Instructions and Scheme of Delegation to the Board of East Suffolk and North Essex Foundation Trust (ESNEFT).</p> <p><b>Next Steps</b></p> <p>These documents will be circulated to all staff once approved and will form part of the budget holder manual for budget holders in ESNEFT.</p>
<b>Action Required of the Board of Directors</b>
The Board is asked to approve these documents which form part of the governance manual for ESNEFT.

Link to Strategic Objectives (SO)		Please tick
SO1	Improve quality and patient outcomes	<input checked="" type="checkbox"/>
SO2	Provide better value for money	<input checked="" type="checkbox"/>
SO3	Sustain and improve access to services that meet the needs of the population	<input checked="" type="checkbox"/>
SO4	Deliver a sustainable, skilled workforce	<input checked="" type="checkbox"/>

<b>Risk Implications for the Trust</b> <i>(including any clinical and financial consequences)</i>	If we do not have an effective corporate governance framework that meets the best practice requirements of the FT Code of Governance and the NHSI/CQC Well-led framework, this may result in governance failure and regulatory action
<b>Trust Risk Appetite</b>	Compliance/Regulatory: The board has a minimal risk appetite when it comes to compliance with regulatory issues. It will meet laws, regulations and standards unless there is strong evidence or argument to challenge them

<b>Legal and regulatory implications</b> <i>(including links to CQC outcomes, Monitor, inspections, audits, etc)</i>	NHS Act 2006, Trust Constitution, FT Code of Governance, Well-led framework
<b>Financial Implications</b>	These documents explain arrangements for delegation of financial responsibilities and limits for authorising expenditure, as well as

	accountability and assurance arrangements over financial control
<b>Equality and Diversity</b>	No implications noted for equality and diversity

## Standing Financial Instructions and Scheme of Delegation

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### **Purpose**

The purpose of this paper is to present the Standing Financial Instructions and Scheme of Delegation to the Board of East Suffolk and North Essex Foundation Trust (ESNEFT).

### **Recommendation**

The Board is asked to approve the three documents which constitute the governance manual for ESNEFT.

### **Background**

It is an essential requirement for sound governance to establish a clear scheme of delegation for an organisation to delivery its duties in a safe and managed way. The standing financial instructions set out the limitations and framework under which the delegation within the organisation will operate.

### **Key issues**

As a new organisation it is necessary to establish these key documents.

### **Link to Trust Strategic Objectives**

These documents will allow the Trust to provide assurance to the public and the regulators that we have a governance structure to ensure that we are acting in the best interests of public funding and have a means to hold officers to account within ESNEFT.

### **Resource and Risk Implications**

In the absence of these documents there is no way to formally manage and monitor the resources delegated for the provision of healthcare services.

### **Next Steps**

These documents will be circulated to all staff once approved and will form part of the budget holder manual for budget holders in ESNEFT.