

Meeting:	Brighton and Sussex University Hospitals NHS Trust Board of Directors
Date:	26th January 2015
Board Sponsor:	Chairman
Paper Author:	Deputy Chief Financial Officer & Director of Corporate Affairs
Subject:	Standing Orders & Standing Financial Instructions

Executive summary

The Trust Standing Orders, Scheme of Reservation, Scheme of Delegation and Standing Financial Instructions (SFIs) were revised and approved by the Board in May 2012.

A revised version of the document is submitted to Board of Directors for approval, having been reviewed by the Audit Committee.

The document has been revised to incorporate changes in legislation (based on external legal advice), changes to the governance of the Trust, aligned to the Rules of Procedure and ensures consistency with other key frameworks e.g. Trust procurement strategy. We are also highlighting the segregation of duties for spending Trust money i.e. those who are authorised to release the money (budget-holders) and those authorised to determine with whom that money is spent (procurement).

Changes to the SFIs are detailed in Appendix C.

Appended to the Standing Financial Instructions is a detailed scheme of delegation, which reflects the new executive management arrangements and updates the previous detailed scheme.

Links to strategic objectives	High Performing ✓
Identified risks and risk management actions	The revised document has been developed to enable clarity of authority and decision-making.
Resource implications	Not applicable
Legal implications	Not applicable

Report history	Audit Committee, September 2014
Appendices	A) Trust Standing Orders, Scheme of Reservation, Scheme of Delegation and Standing Financial Instructions; B) Detailed Scheme of Delegation; C) Changes to Standing Financial Instructions.

Action required by the Board

The Board is asked to approve the Trust Standing Orders, Scheme of Reservation, Scheme of Delegation and Standing Financial Instructions.