



<b>REPORT TITLE:</b>	Standing Financial Instructions / Standing Orders Update		
<b>SPONSORING EXECUTIVE:</b>	Dinah Mclannahan, Chief Financial Officer		
<b>REPORT AUTHOR:</b>	Craig Higgins, Associate Director of Finance		
<b>MEETING:</b>	Public Trust Board	<b>DATE:</b>	6 <sup>th</sup> July 2022

<b>1. Suggested discussion points</b> <i>[two or three issues you consider the Trust Board should focus on in discussion]</i>
<p>Standing Financial Instructions and Standing Orders were last reviewed in October 2019 by the Audit and Risk Management Committee. These have now been updated and presented to the Audit &amp; Risk Management Committee in June 2022.</p> <p>The key changes to the document are detailed below:</p> <ul style="list-style-type: none"> <li>• Page 6 - APPENDICES – TRUST BOARD SUB-COMMITTEES updated to reflect latest Committee structure</li> <li>• Page 18 - Committees established by the Trust Board, updated</li> <li>• Page 65 - The HOIA shall be accountable to the “Chief Governance Officer”</li> <li>• Page 73 - 17.6.2 Receipt and safe custody of tenders, For Paper Based Tender changed - “Head of Corporate Governance” changed to “Associate Director of Corporate Governance / Company Secretary”</li> <li>• Page 74 - 17.6.4 Admissibility Technically late tenders - “Head of Corporate Governance” changed to “Associate Director of Corporate Governance / Company Secretary</li> <li>• Pages 96 – 130 Terms of reference for each committee checked and updated</li> </ul> <p>The Trust Board is asked to approve the revised documents following support from the Audit &amp; Risk Management Committee</p>

<b>2. Alignment to our Vision</b> <i>[indicate with an ‘X’ which Strategic Objective[s] this paper supports]</i>										
<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th style="width: 33%;">OUR PATIENTS</th> <th style="width: 10%;"></th> <th style="width: 33%;">OUR PEOPLE</th> <th style="width: 10%;"></th> <th style="width: 33%;">OUR POPULATION</th> </tr> </thead> <tbody> <tr> <td>To be good or outstanding in everything that we do</td> <td style="font-size: 2em;">X</td> <td>To cultivate and sustain happy, productive and engaged staff</td> <td></td> <td>To work seamlessly with our partners to improve lives</td> </tr> </tbody> </table>	OUR PATIENTS		OUR PEOPLE		OUR POPULATION	To be good or outstanding in everything that we do	X	To cultivate and sustain happy, productive and engaged staff		To work seamlessly with our partners to improve lives
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<b>3. Previous consideration</b> <i>[at which meeting[s] has this paper/matter been previously discussed?]</i>
Audit and Risk Management Committee June 2022

<b>4. Recommendation(s)</b>
The Public Trust Board is asked to:
<b>a. APPROVE</b> the Standing Financial Instructions and Standing Orders

<b>5. Impact</b> <i>[indicate with an ‘X’ which governance initiatives this matter relates to and, where shown, elaborate in the paper]</i>		
Board Assurance Framework Risk 01	X	Deliver safe, high-quality care.

Board Assurance Framework Risk 02	X	<i>Make best strategic use of its resources</i>					
Board Assurance Framework Risk 03		<i>Deliver the MMUH benefits case</i>					
Board Assurance Framework Risk 04		<i>Recruit, retain, train, and develop an engaged and effective workforce</i>					
Board Assurance Framework Risk 05		<i>Deliver on its ambitions as an integrated care organisation</i>					
Corporate Risk Register [Safeguard Risk Nos]							
Equality Impact Assessment	Is this required?	Y		N	X	If 'Y' date completed	
Quality Impact Assessment	Is this required?	Y		N	X	If 'Y' date completed	