

AGENDA ITEM NO:

**UNIVERSITY HOSPITAL BIRMINGHAM NHS FOUNDATION TRUST
BOARD OF DIRECTORS
THURSDAY 27 MARCH 2008**

Title:	STANDING ORDERS, STANDING FINANCIAL INSTRUCTIONS AND SCHEME OF DELEGATION
Responsible Director:	David Burbridge, Director of Corporate Affairs
Contact:	David Burbridge, Director of Corporate Affairs, Ext. 2881

Purpose:	To request Board of Director approval of revised Standing Orders, Standing Financial Instructions and the Scheme of Delegation.
Confidentiality Level & Reason:	None
Medium Term Plan Ref:	
Key Issues Summary:	Proposed changes to SFIs and SOs relate to changes in legislation titles and portfolios Substantive changes have been made to the Scheme of Delegation to reflect Monitor's requirements for there to be a clear statement of the Chief Executive and Chairman's responsibilities and the role of the Board of Governors
Recommendations:	That the Board of Directors approves the revised Standing Orders, Standing Financial Instructions and the Scheme of Delegation with effect from 1 April 2008, with a further review no later than April 2011.

Signed:	Date: 18 th March 2008
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UNIVERSITY HOSPITAL BIRMINGHAM NHS FOUNDATION TRUST

BOARD OF DIRECTORS

THURSDAY 27 MARCH 2008

STANDING ORDERS, STANDING FINANCIAL INSTRUCTIONS AND SCHEME OF DELEGATION

PRESENTED BY THE DIRECTOR OF CORPORATE AFFAIRS

1. BACKGROUND

- 1.1 The Standing Financial Instructions (SFIs), Standing Orders (SOs) and Scheme of Delegation were formally approved by the Board of Directors in September 2005, with a review date of April 2008.
- 1.2 The proposed amendments have been made after consultation with all Executive Directors, the Chief Accountant and others. The Audit Committee has received drafts of these documents in substantially the same form as presented with this paper.
- 1.3 Changes made in SFIs and SOs have been tracked, and primarily relate to changes in legislation, job titles and portfolios.
- 1.4 Substantive changes have been made to the Scheme of Delegation to reflect Monitor's requirements for there to be a clear statement of the Chief Executive and Chairman's responsibilities and the role of the Board of Governors.
- 1.5 The old Scheme of Delegation has been split so responsibilities are listed separately from delegated authorities. Further changes made reflect the new committee structure and recent executive team portfolio changes.
- 1.6 The list of Reserved Policies at Annex 1 to the Scheme of Delegation is incomplete and will be completed by the Director of Corporate Affairs and agreed with the Chairman, in accordance with the Policy for the Development and management of Controlled Documents.

2. RECOMMENDATIONS

It is recommended that the Board of Directors resolve as follows:

- 2.1 THAT new Standing Orders, Standing Financial Instructions and Scheme of Delegation in the form attached to the paper considered by the Board at the time of making this resolution and initialled by the Chairman for the purposes of identification be and are adopted as the

2.2 THAT the existing Standing Orders, Standing Financial Instructions and Scheme of Delegation be cancelled,

both with effect from 1 April 2008, and

2.3 that the Standing Orders, Standing Financial Instructions and Scheme of Delegation be reviewed no later than April 2011.

David Burbridge
Director of Corporate Affairs.
March 2008.