



Paper No. SET/11/18	
	Tick One ✓
For discussion	
For approval	
For information/noting	✓

Date of Trust Board Meeting: 28 February 2018

Confidential or Public Agenda: Public

Agenda item: Revised Management Statement/Financial Memorandum

1.0 Introduction

In April 2017, the Department of Health commenced consultation with HSC Trusts, to revise the content of their Management Statements and Financial Memoranda documents.

On receipt of the documents by this Trust, copies were circulated to all Trust Board members and any comments received were duly submitted to the DoH in May 2017. Post this, a number of points required clarification and once these were addressed the final versions of the documents were duly signed by Mr McCaughey (dated 8 November 2017) and Mr Pengelly, Permanent Secretary/HSC Chief Executive (8 December 2017) respectively.

2.0 Background information

DoH updated the Management Statement and Financial Memorandum during 2017. These documents outline the Framework within which the Trust operates and provides clarity on our responsibilities and delegations.

3.0 Brief summary of key points contained in the paper/s

The Management Statement/Financial Memorandum are attached to this paper, for information. It should be noted that there are a number of restrictions within the documents and these are highlighted below, for ease of reference:-

- Under paragraph 5.10 we have no authority to enter into financial leases – even for equipment (and not just accommodation);
- Table A and Annex B show our delegated authority levels (eg, gifts are restricted to £250, write off of losses on pay is Nil, internal complaints ex-gratia complaints payment £500, public liability claims £25,000 (based on legal advice);
- Paragraph 5.15 requires DOH approval for any insurance (other than 3rd party vehicle cover); and
- Paragraph 5/12 states we have no authority to enter into joint ventures (this

will impact on the Trust's IRD work).

Copies of the final document have been uploaded to the Trust's internet site and Board Papers (Trust Board Induction Pack). In addition, the documents have been widely disseminated to relevant Assistant Directors and Senior Managers, for their attention.

4.0 Recommendation/s for the Trust Board (please state if the paper/s is for information/noting or for approval by Board members)

To note, for information, the revised Management Statement and Financial Memorandum documents issued by the DoH on 11 January 2018.

Lead Director: Mrs Myra Weir
Mr Neil Guckian

Designation: Director of Human Resources & Corporate Affairs
Director of Finance & Estates

Date: 15 February 2018

Cover Sheet for Trust Board _June 2015