



Paper No.	SET/42/17
	Tick One ✓
For discussion	
For approval	✓
For information/noting	

Date of Trust Board Meeting: 30th August 2017

Confidential or Public Agenda: Public Agenda

Agenda item: Update to Terms of Reference / Reservation and Delegation of Powers

1.0 Introduction

The Department of Health's (DoH's) delegated limits for Capital Business Cases is £1.5m and £0.250m ICT. Hence, below these limits the Trust can approve Capital Business Cases without seeking DoH approval. South Eastern Trust uses the following approval categories:

Capital Business Cases (Excluding ICT):

- i. Under £0.25m: Approved by the Director of Finance
- ii. Over £0.25m and under £0.5m: Approved by the Trust's Executive Management Team
- iii. Over £0.5m: Approved by the Trust's Finance Committee
- iv. Over £1.5m: Approved by the Department of Health

Note, ICT has different limits as follows:

- i. Under £0.125m: Approved by the Director of Finance
- ii. Over £0.125m and under £0.25m: Approved by the Trust's Executive Management Team
- iii. Over £0.25m: Approved by the Trust's Finance Committee and the Department of Health

2.0 Way Forward

The following documents need amended:

1. Finance Committee, Terms of Reference (see attached paper point 6.9)

6.9 Delete: "To review Business Cases approved prior to submission to Trust Board"

6.9 Insert: "To review and approve Capital Business Cases over £0.5m (£0.250m ICT)"

Note, list of Finance Committee's members and "in attendance" updated (see attached paper page 6)

2. Scheme of Reservation and Delegation of Powers (see attached paper pages 4 & 6)

Reserved to / Delegated to	Scheme of Reservation and Delegation of Powers
The Board	<p>Strategy, Plans and Budgets (Page 4)</p> <p>4. Delete “Approve Outline and Final Business Cases for Capital Investment” Delegate approval of capital business cases over £0.5m (£0.250m ICT) to the Finance Committee</p>
Committee	Decisions / Duties Delegated by the Board to Committees
Finance Committee	<p>The Finance Committee will: (Page 6)</p> <p>10. Deleted “Oversee the Trust’s capital programme” as covered in earlier points 10. Insert “Review and approve Capital Business Cases over £0.5m (£0.250m ICT)”</p>

These proposed changes have been approved by the Finance Committee on 30th June 2017 and now need approved by Trust Board.

3.0 Recommendation/s for the Trust Board (for approval by Board members)

Recommend that Trust Board approves the above changes to the Finance Committee’s Terms of Reference and Scheme of Reservation and Delegation of Powers.

Lead Director: Neil Guckian

Designation: Director of Finance & Estates

Date: **August 2017**