



TRUST BOARD / SLT COVER SHEET

	<p>The cover sheet purpose is to provide the Trust Board/Committee with a clear summary of the paper being presented, how it impacts on the people we serve, key matters for attention and the ask of the Trust Board/Committee</p> <p>The Accountable Director must satisfy themselves that the cover sheet is accurate and fully reflects the paper. The expectation is that the Accountable Director has read and agreed the content of both the cover sheet and paper.</p>	
Meeting and Date of meeting	<p>Trust Board Meeting 27th November 2025</p>	
Title of paper	<p>Trust Board Electronic Vote – Approval of Trust Bank Mandate</p>	
Accountable Director	Name	<p>Catherine Marks</p>
	Position	<p>Executive Director of Finance, Procurement and Estates</p>
Report Author	Name	<p>Stephen Wallace</p>
	Email	<p><i>Stephen.wallace@southerntrust.hscni.net</i></p>
This paper sits within the Trust Board role of:	<p>Accountability</p>	
This paper is presented for:	<p>Information <i>(Notes on completion at end of document)</i></p>	
Links to Trust Strategic Priorities 	<input checked="" type="checkbox"/>	<p>Collaborative Working</p>
	<input checked="" type="checkbox"/>	<p>Learning Organisation</p>
	<input checked="" type="checkbox"/>	<p>Safety, Quality & Experience</p>
	<input checked="" type="checkbox"/>	<p>Community First</p>
	<input checked="" type="checkbox"/>	<p>Whole-Life Approach</p>

1. Reason for Presentation of Paper / Report

As per Trust Standing Order Provision 3.21 (detailed in section 2 below) Trust Board members approval of the updated banking mandate for the Trust following changes in Trust personnel was sought. These arrangements must be presented to Trust Board for approval in accordance with Section 6 of the Standing Financial Instructions for the Trust.

The Banking Mandate has been updated for all Southern Health and Social Care Trust bank accounts listed below:

- SHSCT Principal Account
- SHSCT PPP NM 4
- SHSCT EG CAH 2
- SHSCT AAR AD 1
- PPP Deposit Account
- E&G Deposit Account

The personnel authorised to be signatories on these accounts were updated to be the Finance personnel below, all of whom are Band 7 or above Trust Finance staff. Each account requires **two signatories** as per the mandate.

Signatories:

- Alison Rutherford
- Carol Cassells
- Fiona Jones
- Paul Kelly
- Julie Brown
- Martin Watters
- Paula Smyth
- Fiona Allen
- Damian Sands
- Liz Esler

Votes in favour	11
Votes against	Nil
Abstentions / No Votes	2

This paper confirms that a majority of Board members approved the amendment to the Trust Bank Mandate and as such the Mandate has been updated.

2. Detailed summary of paper contents:

Below is the extract of the Trust Standing Orders section 3.21 that provides for the Board to approve electronically.

3.21 Approval of Business Outside of Formal Trust Board and Committee Meetings

On occasions, where a business item requires Trust Board or a Trust Board sub-committee approval outside of the timings of the formal meeting schedule, this may be facilitated via email circulation to members. Members will be provided with relevant documentation and requested to confirm their approval electronically. Any such approvals obtained in this manner shall be formally recorded in the minutes of the next scheduled meeting under the appropriate agenda item.

3. Areas of improvement/achievement:

Not Applicable

4. Areas of concern/risk/challenge:

Not Applicable

5. Impact on Statutory Duties: Provide details on the impact of the following and how.

<i>Financial Impact</i>	<i>Safety and Quality Impact</i>
No, there are no Financial Impacts	No, there are no Quality, Safety or Experience Impacts

6. Risk Assessment (Risk level and state if a risk assessment be completed)

Not applicable

7. Other Business Intelligence/data (If appropriate)

Not applicable

8. Impact: Provide details on the impact of the following and how. If this is N/A you should explain why this is an appropriate response.

Corporate Risk Register	Not applicable
Board Assurance Framework	Not applicable
Equality and Human Rights	Not applicable

Trust Board Role Fulfilment

Strategy	<i>Papers in this category should address forward-looking priorities, long-term objectives, or service transformation. These are typically focused on shaping the future of the organisation and will often involve decisions on direction, investment, or innovation.</i>
Culture	<i>These papers aim to influence or reflect the values, behaviours, and staff or patient experiences within HSC. They may relate to leadership development, equality, diversity and inclusion, staff engagement, or initiatives intended to reinforce our organisational ethos.</i>
Accountability	<i>Papers falling into this area relate to governance, assurance, performance monitoring, compliance, and risk. They provide evidence that responsibilities are being fulfilled, standards are being met, and corrective actions are being taken where necessary.</i>

Reasons for Paper Presentation

Approval	<i>Used when an item requires a formal agreement or endorsement by the meeting / committee members. Examples are approving minutes, budgets, proposals or policies.</i>
Assurance	<i>Used when an item can be measured against a certain criteria / standard. Examples are a project is on course with delivery or financial targets are being met.</i>

<i>Information</i>	<i>Used when an item is presented for the purpose of updating or informing the attendees without requiring a decision or action, such as reports, updates, or announcements.</i>
<i>Discussion</i>	<i>Used when an item is listed primarily for open discussion, brainstorming or gathering input from the members without requiring an immediate decision.</i>