



**AGENDA ITEM**

7.7

**AUDIT & RISK COMMITTEE**

**DECLARATIONS OF INTERESTS, GIFTS, SPONSORSHIP, HOSPITALITY  
& HONORARIA**

**Date of meeting**

14/12/2020

**FOI Status**

Open/Public

**If closed please indicate  
reason**

Not Applicable - Public Report

**Prepared by**

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**Presented by**

Georgina Galletly, Director of Corporate  
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**Approving Executive Sponsor**

Director of Corporate Governance

**Report purpose**

FOR DISCUSSION / REVIEW

**Engagement (internal/external) undertaken to date (including  
receipt/consideration at Committee/group)**

**Committee/Group/Individuals**

**Date**

**Outcome**

Management Board

16.12.2020

*Pending*

**ACRONYMS**

DOI

Declarations of Interest

**1. SITUATION/BACKGROUND**

- 1.1 In accordance with the requirements of the Health Board's Standing Orders and Standards of behaviour Framework Policy, a report is required to be received by the Audit & Risk Committee as a standing agenda item which will detail the Declarations of Interest, Gifts,

Hospitality and Sponsorship etc. activities approved within each Health Board. A similar report will also be considered by the Management Board.

## **2. SPECIFIC MATTERS FOR CONSIDERATION BY THIS MEETING (ASSESSMENT)**

- 2.1 The form in the Standards of Behaviour Framework policy or online via SharePoint should be used to declare interests and/or seek approval for receiving hospitality/sponsorship/gifts and this should help or prevent the omission of crucial information that the authorising officer requires making an informed decision on approval or rejection. The authorised signatories should also be scrutinising the declarations prior to authorisation, in order to ensure the correct information is captured on the form before it is submitted to the Corporate Governance Team.
- 2.2 An email to all Board Members requesting the annual Declarations of Interest was sent on the 4 August 2020. All returns have been received. Board Members compliance – 100%.
- 2.3 An email was issued to all Consultants and Workforce (Bands 8a and above) on the 21 and 29 September, which is a total of 1,053 members of staff. To date we have received 267 returns equalling a 25% return rate. It should be noted that a further 34 returns have been received in this period, however, they are awaiting manager approval which is currently being followed up by the Corporate Governance Team. Further reminders are also being sent to those who are yet to complete and return.
- 2.4 The appendices to this report include the new entries received up to the 31 October 2020.
- 2.5 In summary there have been:
  - 267 new declarations of interest received and entered on the Declarations of Interest Register.
  - 2 new entries on the Gifts, Hospitality and Sponsorship Register. Other returns were received during the period but these related to gifts that fell below the £25 reporting threshold.

It should also be noted that donations received by the public in response to the Covid-19 pandemic have not been captured as previously agreed by the Audit & Risk Committee and Board.

### 3. KEY RISKS/MATTERS FOR ESCALATION TO BOARD/COMMITTEE

- 3.1 Please refer to the register for the Declarations of Interest Register Declaration included at Appendix 1 and the Gifts, Hospitality and Sponsorship at Appendix 2.

### 4. IMPACT ASSESSMENT

<b>Quality/Safety/Patient Experience implications</b>	Yes (Please see detail below)
	<p>The Register and Declaration of Interests is the method by which the Health Board safeguards against conflict or potential conflict of interest where private interests and public duties of members of staff do not concur.</p> <p>The Health Board must be impartial and honest in the conduct of its business and must ensure that employees remain beyond suspicion at all times.</p>
<b>Related Health and Care standard(s)</b>	Governance, Leadership and Accountability
	If more than one Healthcare Standard applies please list below:
<b>Equality impact assessment completed</b>	No (Include further detail below)
<b>Legal implications / impact</b>	There are no specific legal implications related to the activity outlined in this report.
<b>Resource (Capital/Revenue £/Workforce) implications / Impact</b>	There is no direct impact on resources as a result of the activity outlined in this report.
<b>Link to Strategic Well-being Objectives</b>	Provide high quality, evidence based, and accessible care

### 5. RECOMMENDATION

- 5.1 The report is open to the Audit & Risk Committee for **REVIEW** and **DISCUSSION** and to examine any entries on the register in full.