



MEETING TITLE Board of Directors		MEETING DATE 28/03/2017	
TITLE of PAPER		PAPER REF	Item 5.2
		For Approval: Register of Board Members' Interests including the Trust's Hospitality Register: Annual Formal Review 2016/2017	
STRATEGIC OBJECTIVE(S)		All	
PURPOSE OF THE PAPER		That the Board of Directors review and approve the Register of Members' Interests including the Trust's Hospitality Register, 2016/17	
For Approval		<input checked="" type="checkbox"/>	For Assurance
For Decision		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Discussion/Information		<input type="checkbox"/>	
AUTHOR / LEAD	Anne Allen, Trust Secretary	ACCOUNTABLE DIRECTOR	Chief Executive
DISCUSSED AT / INFORMED BY – include date(s) as appropriate (free text – i.e. please provide an audit trail of the development(s)/proposal(s) subject of this paper):			
PREVIOUSLY AGREED AT:		Committee/Group: Board of Directors	Date: 29/03/2016
RECOMMENDATION(S)		That the Board of Directors review and approve the Register of Members' Interests including the Trust's Hospitality Register, 2016/17	
RISK ASSESSMENT			
			Yes
			No
Corporate Risk Register and/or Board Assurance Framework amended <i>If 'Yes' – expand in Section 4. / attached paper</i>			<input type="checkbox"/>
			<input checked="" type="checkbox"/>
Resource Implications (Financial, Workforce, other - specify) <i>If 'Yes' – expand in Section 2. / attached paper</i>			<input checked="" type="checkbox"/>
			<input type="checkbox"/>
Legal implications/Regulatory requirements <i>If 'Yes' – expand in Section 2. / attached paper</i>			<input checked="" type="checkbox"/>
			<input type="checkbox"/>
Diversity and Inclusion Implications <i>If 'Yes' – please attach to the back of this paper</i>			<input type="checkbox"/>
			<input checked="" type="checkbox"/>
ASSURANCE/COMPLIANCE			
Care Quality Commission Choose a DOMAIN(s)		5: Well led 2: Effective	

NHSI Single Oversight Framework
Choose a THEME(s)

1. All

Register of Board Members' Interests including the Trust's Hospitality Register: Annual Formal Review 2016/2017

1. PURPOSE/AIM

- 1.1 That the Board of Directors review and approve the Register of Members' Interests including the Trust's Hospitality Register, 2016/17.

2. BACKGROUND/CONTEXT

- 2.1 The NHS Code of Accountability and the Trust's *Standing Orders, Reservation and Delegation of Powers and Standing Financial Instructions* require the Chief Executive to ensure that a '*Register of Interests*' (**attached: Appendix A**) is established and maintained, to formally record declarations of interest of Board or Committee members and Trust staff. In particular, the Register will include details of all directorships and other relevant and material interests (as defined in *Standing Orders, Section 6*) which have been declared by both Executive and Non-Executive Trust Board members and other Directors.
- 2.2 An employee of the Trust who has a pecuniary interest in an organisation with which the Trust associates or with which the Trust operates should declare such an interest in the corporate Register. Any declaration must be made in writing.
- 2.3 The Trust's Hospitality Register (**attached: Appendix B**) is also presented annually to the Trust Board.
- 2.4.1 The requirement to complete the Hospitality Register in line with the *Business Conduct for Staff – Interest, Gifts, Hospitality, and Sponsorship Policy (2015)* has been regularly publicised to all employees through Operational Update during 2016/17 and will continue quarterly;
- 2.4.2 Copies of the Policy and declaration forms have been made available to all staff through the Intranet, at key locations throughout the Trust, and from line managers;
- 2.4.3 The importance of the Register and its completion has been emphasised to senior managers (Trust Management Group), with a responsibility to cascade among their teams.

3. PROPOSALS/NEXT STEPS

- 3.1 That the Trust Board derives sufficient assurance for the purpose of its annual review of the Register of Members' Interests, 2016/17 which includes the Hospitality Register 2016/17.

4. RISK ASSESSMENT

- 4.1 That the Trust Board fails to demonstrate compliance with its Standing Orders, and best practice in line with the NHS Foundation Trust Code of Governance (Monitor, July 2014).

5. RECOMMENDATIONS

- 5.1 That the Board of Directors review and approve the Register of Members' Interests including the Trust's Hospitality Register, 2016/17

6. APPENDICES/BACKGROUND INFORMATION

Appendix A: Declaration of Board Members' Interests for the Financial Year 2016/17

Appendix B: YAS Hospitality Register 2016/17