



MEETING TITLE Trust Board Meeting in Public		MEETING DATE 24/03/2015	
TITLE of PAPER	For Approval: Register of Members' Interests including the Trust's Hospitality Register: Annual Formal Review 2014/15	PAPER REF	5.5
STRATEGIC OBJECTIVE	All		
PURPOSE OF THE PAPER	That the Trust Board review and approve the Register of Members' Interests including the Trust's Hospitality Register, 2014/15		
For Approval	<input checked="" type="checkbox"/>	For Assurance	<input type="checkbox"/>
For Decision	<input type="checkbox"/>	Discussion/Information	<input type="checkbox"/>
AUTHOR / LEAD	Anne Allen, Trust Secretary	ACCOUNTABLE DIRECTOR	Chief Executive
<p>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): The Audit Committee (8 January 2015) took assurance from the information contained in the Register of Members' Interests, which was correct at that date. Subsequent amendments are highlighted in the attached report, at 2.3.</p> <p>The Trust's Hospitality Register (Appendix B) has not previously been presented to Trust Board.</p>			
PREVIOUSLY AGREED AT:	Committee/Group: Audit Committee	Date: 08/01/2015	
RECOMMENDATION	That the Trust Board review and approve the Register of Members' Interests including the Trust's Hospitality Register, 2014/15		
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 type="checkbox"/>	<input checked="" type="checkbox"/>
Legal implications/Regulatory requirements <i>If 'Yes' – expand in Section 2. / attached paper</i>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Equality and Diversity 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		5: Well led	
Monitor Quality Governance Framework Choose a DOMAIN		1: Ensuring required standards are achieved 5: Identifying and managing risks to quality of care	

**Register of Members' Interests including the Trust's Hospitality
Register: Annual Formal Review 2014/15**

1. PURPOSE/AIM

- 1.1 That the Trust Board review and approve the Register of Members' Interests (Appendix A) and, as requested by the Chairman, the Trust's Hospitality Register, 2014/15 (Appendix B).

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 (revised July 2014)* require the Chief Executive to ensure that a 'Register of Interests' 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.
- 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 Audit Committee (8 January 2015) took assurance from the information contained in the Register of Members' Interests which was correct at that date. Subsequent amendments are highlighted below:

Pat Drake

Deleted: Innovate & Develop Ltd

Dave Whiting

Moved to archive

Rod Barnes

Amended title to Interim Chief Executive

Alex Crickmar

Amended title to Interim Executive Director of Finance & Performance

Dr Dave Macklin

Added:

British Association of Immediate Care Schemes
Medical Protection Society
Faculty of Medical Leadership and Management

- 2.4 The Trust's Hospitality Register (Appendix B) has not previously been presented to Trust Board having been requested by the Chairman at the last annual review of the Register of Members' Interests (March 2014).
- 2.4.1 The requirement to complete the Hospitality Register in line with the *Business Conduct for Staff – Interest, Gifts, Hospitality, and Sponsorship Policy (April 2013)* has been regularly publicised to all employees through Operational Update during 2014/15 and will continue quarterly;
- 2.4.2 The importance of the Register and its completion has been emphasised to senior managers, with a responsibility to cascade among their teams; a process which was recently repeated at Trust Management Group (TMG), 18 March 2015.

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, 2014/15 which includes the Hospitality Register 2014/15.
- 3.2 The *Business Conduct for Staff – Interest, Gifts, Hospitality, and Sponsorship Policy (April 2013)* will be reviewed in April 2015 and submitted to TMG for approval in May 2015.

4. RISK ASSESSMENT

- 4.1 That the Trust Board fails to demonstrate compliance with its Standing Orders and the NHS Foundation Trust Code of Governance (Monitor, 2013).

5. RECOMMENDATIONS

- 5.1 That the Trust Board review and approve the Register of Members' Interests including the Trust's Hospitality Register, 2014/15.

6. APPENDICES/BACKGROUND INFORMATION

Appendix A: Declaration of Interests for the Financial Year 2014/15

Appendix B: YAS Hospitality Register 2014/15