



MEETING TITLE Trust Board Meeting in Public		MEETING DATE 24/11/2015	
TITLE of PAPER	For Assurance: Register of Members' Interests 2015/16	PAPER REF	6.3
STRATEGIC OBJECTIVE	All		
PURPOSE OF THE PAPER	That the Trust Board derives sufficient assurance for the purpose of its review of the Register of Members' Interests, 2015/16.		
For Approval	<input type="checkbox"/>	For Assurance	<input checked="" 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 (1 October 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>			
PREVIOUSLY AGREED AT:	Committee/Group: Audit Committee	Date: 01/10/2015	
RECOMMENDATION	That the Trust Board derives sufficient assurance for the purpose of its review of the Register of Members' Interests 2015/16.		
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 If 'Yes' – please attach to the back of this paper		<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 2015/16

1. PURPOSE/AIM

- 1.1 That the Trust Board derives sufficient assurance for the purpose of its review of the Register of Members' Interests, 2015/16.

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 (1 October 2015) took assurance from the information contained in the Register of Members' Interests which was correct at that date. Subsequent amendments include the archiving of items no longer of relevance, for the reasons stated (attached Appendix A refers).
- 2.4 The requirement to comply with the Trust's *Business Conduct for Staff – Interest, Gifts, Hospitality, and Sponsorship Policy (2015)* has been regularly publicised to all employees through Operational Update during 2015/16 and will continue quarterly.

In addition, 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 has been repeated at Trust Management Group during 2015.

3. PROPOSALS/NEXT STEPS

- 3.1 That the Trust Board derives sufficient assurance for the purpose of its review of the Register of Members' Interests, 2015/16.

4. RISK ASSESSMENT

- 4.1 That the Trust Board fails to demonstrate compliance with its Standing Orders (July 2015) and the NHS Foundation Trust Code of Governance (Monitor, 2014).

5. RECOMMENDATIONS

- 5.1 That the Trust Board derives sufficient assurance for the purpose of its review of the Register of Members' Interests, 2015/16.

6. APPENDICES/BACKGROUND INFORMATION

Appendix A: Declaration of Interests for the Financial Year
2015/16