



AGENDA ITEM
2.1.2

AUDIT & RISK COMMITTEE

DECLARATIONS OF INTERESTS, GIFTS, SPONSORSHIP, HOSPITALITY & HONORARIA

Date of meeting	12/12/2022
FOI Status	Open/Public
If closed please indicate reason	Not Applicable - Public Report
Prepared by	Emma Walters, Corporate Governance Manager
Presented by	Cally Hamblyn, Assistant Director of Governance & Risk
Approving Executive Sponsor	Chief Executive
Report purpose	ENDORSE FOR BOARD APPROVAL

Engagement (internal/external) undertaken to date (including receipt/consideration at Committee/group)		
Committee/Group/Individuals	Date	Outcome
Executive Leadership Group	05/12/2022	Reviewed

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 Strategic Leadership Group.

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 In early May an email to all Board Members requesting their annual Declarations of Interest was sent. As at July 2022, all returns have been returned and approved. Board Members compliance – 100%. Since the last report, in year amendments have been received by Board Members which have been reflected in red in Appendix 1.
- 2.3 An email was issued in May to 547 members of staff (included all Consultants, Very Senior Managers, Board Members and Staff at Band 8d and Band 9). To date we have received 194 returns equalling a 35.5% return rate. It should be noted that some of the returns received in this period may have been received from individuals that did not receive the targeted email as there is an onus on all employees to declare interests.
- 2.4 In summary there have been:
- **67** new declarations of interest received and entered on the Declarations of Interest Register for the period 1 August 2022 – 30 November 2022.
 - **8** new entries on the Gifts, Hospitality and Sponsorship Register.
- 2.5 The appendices to this report include the new entries received up to the 30 November 2022 as follows:
- Appendix 1 – Declarations of Interest received 1 August 2022 – 30 November 2022.
 - Appendix 2 – Gifts, Hospitality and Sponsorship Declarations received 1 August 2022 – 30 November 2022.

The entire registers for 2022-2023 to date is available upon request.

- 2.6 Since the ELG met communication from Welsh Government has been received suggesting that the following wording is added to the self declaration section of the Declaration Forms to align with the amendments made to the ESR system:

2 Update to the Employee Self Service Conflict of Interest Declaration Wording

The wording for the checkbox on the employee Declare a Conflict of Interest form has changed from:

I give my consent for this information to be published on registers that my Organisation holds.

to:

Declarations will be published unless there are exceptional circumstances as to why they should not be. If you feel this is the case you will need to untick the box. If you do this you will be contacted to establish if you have reasonable grounds for your declaration to be excluded on registers that the Organisation holds.

- 2.7 The Audit & Risk Committee is asked to endorse this change to the Declaration of Interest Form and where appropriate to the Gifts, Hospitality, Honoraria and Sponsorship Form.
- 2.8 Following advice from the Interim Head of Information Governance, it is suggested that any information published on the register, which is then published in the public domain, excludes first and last names and includes job title only. This has been actioned in terms of the appendices to this report.

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

Quality/Safety/Patient Experience implications	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>



Related Health and Care standard(s)	Governance, Leadership and Accountability
	If more than one Healthcare Standard applies please list below:
Equality Impact Assessment (EIA) completed - Please note EIAs are required for <u>all</u> new, changed or withdrawn policies and services.	No (Include further detail below)
	If no, please provide reasons why an EIA was not considered required in the box below. Not required.
Legal implications / impact	There are no specific legal implications related to the activity outlined in this report.
Resource (Capital/Revenue £/Workforce) implications / Impact	There is no direct impact on resources as a result of the activity outlined in this report.
Link to Strategic Goals	Improving Care

5. RECOMMENDATION

5.1 The report is open to the Audit & Risk Committee are asked to:

- **REVIEW** and to examine any entries on the register in full.
- **ENDORSE FOR BOARD APPROVAL** – The changes to the Declaration of Interest Form outlined in sections 2.6-2.8.