Board of Directors Meeting in Public - Cover Sheet

Subject:	Conflict of Interests Report	**Date:** 6th April 2023	
Prepared By:	Laura Webster – Corporate PA		
Approved By:	Shirley Higginbotham – Director of Corporate Affairs		
Presented By:	Graham Ward, Chair of Audit and Assurance Committee		
Purpose			
To provide an update of the status of the Trust's Conflicts of Interests Register declarations.		**Approval**	X
		Assurance	
		Update	
		Consider	

Strategic Objectives

To provide outstanding care	To promote and support health and wellbeing	To maximise the potential of our workforce	To continuously learn and improve	To achieve better value
				X

Identify which principal risk this report relates to:

PR1 Significant deterioration in standards of safety and care	
PR2 Demand that overwhelms capacity	
PR3 Critical shortage of workforce capacity and capability	
PR4 Failure to achieve the Trust's financial strategy	
PR5 Inability to initiate and implement evidence-based Improvement and innovation	
PR6 Working more closely with local health and care partners does not fully deliver the required benefits	
PR7 Major disruptive incident	
PR8 Failure to deliver sustainable reductions in the Trust's impact on climate change	

Committees/groups where this item has been presented before

Audit and Assurance Committee 16th March 2023

Acronyms

ESR – Electronic Staff Record

Executive Summary

All staff are required to submit a declaration of interest if they have a conflict, in line with the Trusts Conflict of Interests Policy. This must be made upon appointment with the Trust or when a conflict arises during their employment. The ESR integration of the Declaration of Interests system was established 18th March 2019. This has ensured data is updated on a real-time basis and allows new staff members to declare an interest / submit their nil return as soon as they commence work with the Trust. Staff leaving the Trust are automatically be removed from the Trust's register after the mandatory six-month period, archive arrangements are in place.

All staff band 7 and above are required to complete an annual declaration. A nil declaration must be submitted if there is no conflict to declare.

From April 2022 to date, various methods of employee communication have been used including:-
- Weekly Bulletin x5.
- Screen Splash – Intermittent appearance since April 2022.
- Targeted emails – Monthly from April 2022.
- Divisional Triumvirates have been emailed with all staff from the division who are non-compliant.
- Line Managers have been notified of relevant staff declarations for review.
- The Declaration of Interests system is available to staff working from home, who do not have VPN access, via the internet.

- Inclusion of Medical & Dental compliance figures in the Medical Workforce article.
- Updates made to all appraisal documents to include a 'tick box' to confirm the individual is compliant.
- Continued focus of the Audit and Assurance Committee – inviting non-compliant staff to committee meeting

Dashboard as of 16th March 2023

Overview (Band 7+ Staff)

1088			
Staff on ESR	Declared 126	Nil Return 866	Non-compliant 96
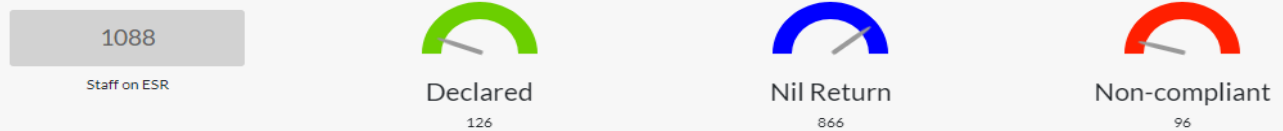
As of 16th March 2023, **96** employees within the Trust who are band 7+ remain non-compliant; this is an increase from **50** employees who were non-compliant in January 2023 due to an increase in the number of band 7+ colleagues being employed. New starters have been contacted to ask that they complete their declaration of interests.

The documents associated with this report details the associated individuals.

Arrangements have been made to communicate to all staff with regards to reviewing their Conflict of Interests declaration in April 2023, this will include a daily screen splash upon login, weekly messages within the Staff Bulletin and a monthly message within colleague's payslips.

In line with the NHS Standard Contract, the following documents are required to be published to the Trust's website:-
-   Register of Interests for the prior financial year (2022/23).
-   List of submitted nil-returns (2022/23).
-   List of decision-making staff (Band 7+) who are currently non-compliant (2022/23).

The Register of Interests will be published to the Trust's website once **APPROVED** by members of the Board.