

BOARD OF DIRECTORS MEETING (Open)

Date: 12 July 2017

Item Ref: 11

TITLE OF PAPER	Register of Interests and Register of Hospitality, Sponsorship & Gifts
TO BE PRESENTED BY	Margaret Saunders, Director of Corporate Governance (Board Secretary)
ACTION REQUIRED	The Board is to receive the register of interest and register of sponsorship, hospitality and gifts.
OUTCOME	The Board of Directors (BoD) will receive assurance that the registers are being maintained in accordance with the Declaration of Interests & Standards of Business Conduct Policy.
TIMETABLE FOR DECISION	12 July 2017
LINKS TO OTHER KEY REPORTS / DECISIONS	Counter Fraud, Bribery & Corruption Policy 2015 Declaration of Interests & Standards of Business Conduct Policy 2014 Standing Orders, Reservation and Delegation of Powers and Standing Financial Instructions
LINKS TO OTHER RELEVANT FRAMEWORKS BAF, RISK, OUTCOMES	BAF 4.3 Risk Management Internal Audit Programme
IMPLICATIONS FOR SERVICE DELIVERY AND FINANCIAL IMPACT	The NHS as a public sector organisation must be impartial and honest in the conduct of its business and employees must be beyond suspicion. This Trust therefore adopts a transparent approach to all its activities in line with the Nolan principles, which are undertaken in line with the Trust's governance arrangements and according to its provider licence and constitution.
CONSIDERATION OF LEGAL ISSUES	It is a legal requirement for the Trust to have a publicly available Register of Interests.

Author of Report	Margaret Saunders
Designation	Director of Corporate Governance (Board Secretary)
Date of Report	1 July 2017

SUMMARY REPORT

Report to: BOARD OF DIRECTORS MEETING

Date: 12 July 2017

Subject: Register of Interests and Register of Hospitality, Sponsorship & Gifts

Presented by: Margaret Saunders, Director of Corporate Governance (Board Secretary)

Author: Margaret Saunders, Director of Corporate Governance (Board Secretary)

1. Purpose

<i>For Approval</i>	<i>For a collective decision</i>	<i>To report progress</i>	<i>To seek input from</i>	<i>For information</i>	<i>Other (please state below)</i>
					Receive and Note

2. Summary

In accordance with the Constitution, Section 36 the Trust is required to hold five Registers of Interests:

- a register of members showing, in respect of each Member, the constituency to which they belong and, where there are Classes within it, the Class to which they belong;
- a register of members of the Council of Governors;
- a register of interests of Governors;
- a register of Directors; and
- a register of interests of the Directors.

A separate register for the Declaration of Hospitality, Gifts, Research and Commercial Sponsorship.

This information is held to ensure the Trust conducts business honestly and impartially and employees remain beyond suspicion. As a public sector employer the Trust must operate systems which allow public accountability and openness maintaining the highest standards of integrity and probity while supporting and engaging in collaboration and partnership working.

The Registers below have been prepared in accordance with Section 37 of the Constitution, Registers – Inspection and Copies which states the Trust shall make the

registers, specified in paragraph 36, available for inspection by members of the public, except in the circumstances set out below or as otherwise prescribed by regulations.

37.2 The Trust shall not make any part of its registers available for inspection by members of the public which shows details of:

37.2.1 any member of the Service Users and Carers' Constituency; and

37.2.2 any other member of the Trust, if they so requests.

37.3 So far as the registers are required to be made available:

37.3.1 they are to be available for inspection free of charge at all reasonable times;

and

37.3.2 a person who requests a copy of or extract from the registers is to be provided with a copy or extract.

37.4 If the person requesting a copy or extract is not a Member of the Trust, the Trust may impose a reasonable charge for doing so.

In April 2017 a request was made from the Corporate Governance Directorate to all directors of staff groups, Board members and Governors required to submit annual declarations with a deadline of 30 April 2017. Declarations have been and continue to be submitted and the register of interests for 2017/18 reflects current declarations rather than a comprehensive list.

On 11 July 2017 the Audit Committee received the comprehensive staff register of interests 16/17 and provides assurance to the Board. The Board is to receive the register of interests for Board Members and governors only.

Please note that Sponsorship and gifts declarations are usually submitted on an ad-hoc basis throughout the year following which the register is updated accordingly.

Please also note the declaration of interest forms for Council of Governors (CoG) members states the information will be available for public inspection, Appendix 1.

Page 1: Register of Interests – 2016/17 BoD

Page 5: Register of Interests – 2016/17 Governors excluding Service Users and

Carer Governors, see 37.2.1 above

Page 8: Register of Hospitality, Gifts, Research and Commercial Sponsorship 2016/17

Page 9: Register of Interests – 2017/18 (to date) BoD

Page 12: Register of Interests – 2017/18 (to date) Governors

3 Next Steps

In February 2017 NHS England published revised guidance, Managing Conflicts in the NHS with implementation from 1 June 2017. The Trust Standards of Business Conduct

Policy is currently being reviewed in collaboration with South Yorkshire and Bassetlaw colleagues including the potential to develop an e-register. In the interim the registers will continue to be maintained throughout the year to reflect any additional declarations.

4 Actions

The BoD is asked to receive and note the contents of the registers for the 2016/17.

5 Monitoring Arrangements

Monitoring arrangements will be via Director of Corporate Governance (Board Secretary), Executive Directors Group (EDG), Committees and BoD.

6 Contact Details

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Director of Corporate Governance (Board Secretary)
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Email: Margaret.Saunders@shsc.nhs.uk

Declaration of Interests 2016/17 – SHSC Board Members and Senior Staff

Personal Details	Details Of Declared Interest	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To	Date Notified/ Registered
Board of Directors (Chair, Non-Executive Directors and Executive Directors)					
Prof Alan Walker CBE Chair (Left June 2016)	Hon. Vice President Age UK Sheffield			Ongoing	20/04/2016 All interests ended 30/6/16 with the end of the term of office
	Patron, Abbeyfield Society (provider of Sheffield housing to older people)			Ongoing	
	Professor of Social Policy, University of Sheffield		1972	Present	
	Spouse – Governor of Sheffield Mencap		2014	Present	
(Margaret) Jayne Brown OBE, Chair (Started 1 July 2016)	Owner and Director Jayne Brown Strategic Solutions Ltd		2013	Present	15/06/2016
	Associate Good Governance Institute		2013	Present	
	Member of Labour Party		2015	Present	
Sue Rogers MBE Non-Executive Director	Nothing to declare				13/04/2016
Patricia Ann Stanley Non-Executive Director	Non-Executive Director of Longhurst Group Mrs. Stanley advised that she has now resigned as a Non-Executive Director of Libra (Longhurst Treasury). Declared at BoD 08/06/2016.		2016	08/06/2016	25/04/2016
	Director of LIBRA Plc (Longhurst), Boston, Lincs.		2013	Present	
Mervyn Thomas Non-Executive Director	Nothing to declare				05/05/2016

Personal Details	Details Of Declared Interest	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To	Date Notified/ Registered
Richard Mills Non-Executive Director	Director – Health Planning Ltd		Feb 2012 April 2015	Feb 2014 Present	13/04/2016
	Unpaid Consultancy for South Yorkshire Housing Association		June 2015	Present	
	Spouse – Director in Health Planning Ltd		1986	Present	
Cllr Leigh Bramall Non-Executive Director	Director – Parson Cross Community Forum		June 2004	Ongoing	13/04/2016
	Director – Cathedral Archers Project		Nov 2015	Ongoing	
	Deputy Leader – Sheffield City Council		March 2015	Ongoing	
Kevan Taylor, Chief Executive	Spouse – Senior Occupational Therapist, LDS			Ongoing	12/04/2016
Clive Clarke, Deputy Chief Executive	Spouse – Director of SACMHA			Ongoing	04/05/2016
Liz Lightbown, Chief Nurse/Director of Operations	Nothing to declare				12/04/2016
Mike Hunter Executive Medical Director Fulwood House	I am the co-facilitator of the NICE Guideline Committee working on the Eating Disorders guideline.		2015	2017	13/01/2017
	My wife will be employed by Sheffield Teaching Hospitals NHS Foundation Trust from 2017		2017	Ongoing	
	I contract with Hamad Medical Corporation to provide healthcare consultancy		2014	Ongoing	

Personal Details	Details Of Declared Interest	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To	Date Notified/ Registered
Rosie McHugh, Director of OD (Left May 2016)	Nothing to declare				18/04/2016
Phillip Easthope, Executive Director of Finance	Nothing to declare				12/04/2016
Dean Wilson, Director of HR	Nothing to declare				13/04/2016
Nigel Donaldson, Deputy Director of HR (left 31/5/16)	Consultancy work for 7 Hills Care and support		November 2015	Present	18/04/2016 All interests ended 31/5/16 due to retirement
Caroline Parry, Deputy HR Director	Director of Caroline Parry HR Consultancy Ltd. Owner and have engaged in consultancy/interim work with the NHS previously and likely to in the future.		October 2010		28/04/2016
Dr Rachel Warner, Interim Executive Medical Director	Nothing to declare				17/05/2016
James Sabin Deputy Director of Finance	Nothing to declare				19/05/2016
Jill Dentith - Board Secretary (Interim) April to	Lay Member on NHS Hardwick CCG Governing Body		2012	Present	01/04/16 and 01/02/2017
	Self - employed – Jill Dentith Consulting		2012	Present	

Personal Details	Details Of Declared Interest	Identified potential for conflict of interest and action taken by Trust	Date From	Date To	Date Notified/ Registered
August 2016 - Providing consultancy service Sept – Oct 2016 and Feb – March 2017					
Dr Helen Crimlisk, Deputy Medical Director	Co-opted member of Faculty Exec General Adult Faculty RCPsych		June 2015	Present	24/05/2016
	Generation Q Fellow working with Health Foundation. Some consultancy work (non paid)		September 2014	Present	
	Spouse Professor of Neurology, BMed Sci Programme Director, Sheffield Medical School		September 2015	Present	
Margaret Saunders Director of Corporate Governance/Board Secretary	Volunteer with Barnsley & District Talking Newspaper			Ongoing	12/09/2016
	Visiting Lecturer with Loughborough University and University of Wolverhampton		October 2013	Present	
	Spouse - Public Member of the NHS National Institute for Health Research Programme, Programme Advisory Board.		May 2016	Present	
	Spouse - Employed by Age UK		June 2012	Present	

Declaration of Interests 2016/17 – SHSC Council of Governors excluding Service Users and Carer Governors

Name of Governor and Constituency	Code of Conduct Signed	DOI Date Notified/ Registered	Declaration of Interests	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To
Public Governors						
Sylvia Hartley (NW)	09/09/2015	29/04/2016	Nothing to declare			
John Buston (NW)	02/09/2015	28/07/2016	Nothing to declare			
Jules Jones (SE) (Lead)	11/02/2015	14/04/2016	Member of SCC Scrutiny Committee (CYPF)			Ended Sept 16
		19/09/2016	Chair SCC Mental Health Service Improvement Forum (MH:SIF)			
Dorothy Cook (SE)	15/02/2015	17/04/2016	Nothing to declare term ended 30.06.2016			
Lorraine Ricketts (NE)	27/07/2015	04/05/2016	Nothing to declare			
Rosemary de Ville (SW)	11/02/2015	16/04/2016	Nothing to declare			
Brandon Ashworth (SW)	11/02/2015		term ended 30 6 16			
Barbara Bell (Rest of England)	09/09/2015	15/04/2016	Nothing to declare			
Mohammed Khawja Ziauddin (NE)		29/04/2016	Nothing to declare			
David Houlston (SW)	27/06/2016	27/06/2016	Nothing to declare			
Staff Governors						
Diane Highfield (Clinical Support)	15/09/2015	01/07/2016	Nothing to declare			
Dr Paul Miller (Medical and Clinical)	02/09/2015	20/04/2016	Nothing to declare			
Dani Hydes (Central Support)	02/02/2015	15/04/2016	Nothing to declare			
Daniel Creber (Support Work)	11/02/2015	15/04/2016	Nothing to declare			
Elaine Hall (AHP)	03/02/2015	15/04/2016	Nothing to declare			

Name of Governor and Constituency	Code of Conduct Signed	DOI Date Notified/ Registered	Declaration of Interests	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To
Vin Lewin (Nursing)	11/02/2015	14/07/2016	Nothing to declare			
Mark Thorpe (Support Work)	16/02/2016	05/07/2016	Nothing to declare			
Deborah Gamsu (Psychology)	27/06/2016	27/06/2016	Nothing to declare			
Appointed Governors						
Janet Sullivan (Sheffield MENCAP)	13/04/2015	01/07/2016	CEO Sheffield Mencap and Gateway			
Teresa Barker (AGE UK)	28/08/2015	20/06/2016	Deputy Chief Executive Age UK Sheffield			
Celia Jackson-Chambers (SACMHA)	02/09/2015	28/04/2016	Chairperson and Project Lead Sheffield African Caribbean Mental Health Association (SACMHA)			Ongoing
Dr Abdul Rob (PMC)	14/04/2015	19/04/2016	Nothing to declare			
Dr Leigh Sorsbie (Sheffield CCG)	27/08/2015	25/04/2016	GP Partner Firth Park Surgery Governing body member Sheffield CCG			Ongoing
Susan Highton (Staffside)	11/02/2015	29/04/2016	Nothing to declare			
Cllr Adam Hurst (SCC)		02/07/2016	Nothing to declare			
Cllr Josie Paszek (SCC)	15/09/2015	28/07/2016	Labour councillor			ongoing
Cllr Roger Davison (SCC)	11/02/2015		term ended 06.05.2016			
Joan Healey (SHU)	11/02/2015	11/05/2016	Employee of Sheffield Hallam University Member of the Labour Party			Ongoing
Professor Paul Ince (Sheffield Uni)	20/07/2015	26/04/2016	Chair of Grant Advisory Panel, Progressive Supranuclear Palsy Association			Ongoing
			Deputy Chair of Grant Advisory Panel, Alzheimer's Society UK			
			President British Neuropathological Society			

Name of Governor and Constituency	Code of Conduct Signed	DOI Date Notified/ Registered	Declaration of Interests	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To
			Funding/grants received: ARUK, Alz Soc UK, MRC, EPSRC			
Susan Wakefield		07/09/2016	Nothing to declare			

Declaration of Hospitality, Gifts, Research and Commercial Sponsorship 2016/17

Personal Details	Date	Details of Gifts, Hospitality and/or Sponsorship	Reasons if hospitality/sponsorship/gifts accepted
David Emblem Manager Transport & Stores Services Facilities	23/05/2016	£100 John Lewis Gift Card. Prize draw winner from taking part in a survey relating to fleet insurance. Provided by Sewells, Bauer Media, Medial House, Peterborough Business Park, PE2 6EA.	Approved by Manager, Helen Payne, on 24/05/2016. Approved by Director of Finance, Phillip Easthope, on 27/05/2016.
Jill Perlstrom-Wright Infection Prevention and Control Coordinator	Early October if M&S agree.	Approached Marks and Spencers Ltd to request gift/hospitality for the SHSC Flu Vaccination Campaign. This could be either in the form of M&S vouchers or cakes to reward staff for attending flu clinic and receiving their flu vaccines at our 'Jab Café' events.	In previous campaigns we have offered M&S vouchers as an incentive for staff to have their flu vaccines and as a thank you to the vaccinators without whom the campaign cannot run.
Ruth Carpenter Senior Nurse Practitioner Specialist Directorate	27/10/2016	Gift from a service user of a glass keepsake. Value unknown. Est. £10?	Form unauthorised. Returned for manager's approval.
Sam Stoddart Deputy Board Secretary Corporate Governance	9 th February 2017	Sponsorship sought to support the Trust's annual Recognition and Achievement Awards held on 9 th February 2017. To date Meridian and JAC computers have responded positively.	Companies approached to help offset costs of the Trust's awards ceremony held at the Royal Victoria Hotel, Sheffield. This supports staff and volunteers. Approved by manager, Margaret Saunders on 22/11/2017. Approved by Director of Finance, Phillip Easthope on 24/11/2017.
Samantha Brazier PA to Liz Lightbown Nursing, Professions and Care Standards	17 th January 2017	A thank you gift of a box of M&S Belgium chocolate biscuits from Sonam Matharoo, Real Staffing, for help, advice and support given. Approx. value £5.	Gift accepted. Approved by Liz Lightbown on 19/01/2017.

Declaration of Interests 2017/18 – SHSC Board Members and Senior Staff (to date 14/06/2017)

Personal Details	Details Of Declared Interest	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To	Date Notified/ Registered
Board of Directors (Chair, Non-Executive Directors and Executive Directors)					
Jayne Brown OBE Chair	Owner and Director Jayne Brown Strategic Solutions Ltd		2013	Present	15/06/2016
	Member of Labour Party		2015	Present	
Sue Rogers MBE Non-Executive Director	Nothing to declare				13/04/2016
Patricia Ann Stanley Non-Executive Director	Non-Executive Director of Longhurst Group Mrs. Stanley advised that she has now resigned as a Non-Executive Director of Libra (Longhurst Treasury). Declared at BoD 08/06/2016.		2016	08/06/2016	25/04/2016
	Director of LIBRA Plc (Longhurst), Boston, Lincs.		2013	Present	
Mervyn Thomas Non-Executive Director	Nothing to declare				05/05/2016
Richard Mills Non-Executive Director	Director – Health Planning Ltd		Feb 2012 April 2015	Feb 2014 Present	06/04/2017
	Spouse – Director in Health Planning Ltd		1986	Present	
Cllr Leigh Bramall Non-Executive Director	Director – Parson Cross Community Forum		June 2004	Ongoing	13/04/2016
	Director – Cathedral Archers Project		Nov 2015	Onoging	
	Deputy Leader – Sheffield City Council		March 2015	Ongoing	

Personal Details	Details Of Declared Interest	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To	Date Notified/ Registered
Kevan Taylor, Chief Executive	Spouse – Senior Occupational Therapist, LDS			Ongoing	12/04/2016
Clive Clarke, Deputy Chief Executive	Spouse – Director of SACMHA			Ongoing	04/05/2016
Liz Lightbown, Chief Nurse/Director of Operations	Nothing to declare				12/04/2016
Dr Mike Hunter Executive Medical Director Fulwood House	I have been appointed as Associate National Clinical Director for Mental Health at NHSI		April 2017	Onwards	12/04/2017
	Spouse – Consultant at STH NHS FT		April 2017	Onwards	
	I contract with Hamad Medical Corporation to provide healthcare consultancy including clinical work in the state of Qatar.		2014	Onwards	
Phillip Easthope, Executive Director of Finance	Nothing to declare				04/04/2017
Rosie McHugh, Director of OD (Left May 2016)	Nothing to declare				18/04/2016
Dean Wilson, Director of HR	Nothing to declare				03/04/2017
Nigel Donaldson, Deputy Director of HR (left 31/5/16)	Consultancy work for 7 Hills Care and support		November 2015	Present	18/04/2016 All interests ended 31/5/16 due to retirement
Caroline Parry, Deputy HR Director	Director of Caroline Parry HR Consultancy Ltd. Owner and have engaged in consultancy/interim		October 2010		28/04/2016

Personal Details	Details Of Declared Interest	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To	Date Notified/ Registered
	work with the NHS previously and likely to in the future.				
James Sabin Deputy Director of Finance	Wife – Deputy Service Director Critical Care, Surgery and Theatres, Sheffield Children’s Hospital.			Ongoing	03/04/2017
Jill Dentith, Management Consultant	Lay Member ON NHS Hardwick CCG Governing Body		2012	Present	01/02/2017
	Self employed – Jill Dentith Consulting		2012	Present	
Dr Helen Crimlisk, Deputy Medical Director	Informal support and partnership working with Flourish			Present	21/04/2017
	Informal support and partnership working with MCDT			Present	
	Spouse Honorary Senior Lecturer Sheffield University		March 2014	Present	
Margaret Saunders Director of Corporate Governance/Board Secretary	Volunteer with Barnsley & District Talking Newspaper			Ongoing	12/06/2017
	Visiting Lecturer with Loughborough University and University of Wolverhampton		October 2013	Present	
	Spouse - Public Member of the NHS National Institute for Health Research Programme, Programme Advisory Board.		May 2016	Present	
	Spouse - Lay member – Wakefield Clinical Commissioning Group (CCG)		February 2017	Present	

Declaration of Interests 2017/18 – SHSC Council of Governors excluding Service Users and Carer Governors (to date 14/06/2017)

Name of Governor and Constituency	Code of Conduct Signed	DOI Date Notified/ Registered	Declaration of Interests	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To
Public Governors						
Sylvia Hartley (NW)	09/09/2015	27/04/2017	Member of Mensa			Ongoing
			Member of Liberal Democrats Party			Ongoing
John Buston (NW)	02/09/2015	27/04/2017	Nothing to declare			
Jules Jones (SE) (Lead)	11/02/2015	02/05/2017	Chair of the Sheffield MH service Improvement Forum			Ongoing
			Vice Chair of Governors – Athelstan Primary School			Ongoing
Lorraine Ricketts (NE)	27/07/2015					
Rosemary de Ville (SW)	11/02/2015					
Barbara Bell (Rest of England)	09/09/2015					
Mohammed Khawja Ziauddin (NE)						
David Houlston (SW)	27/06/2016					
Staff Governors						
Diane Highfield (Clinical Support)	15/09/2015					
Dr Paul Miller (Medical and Clinical)	02/09/2015					
Dani Hydes (Central Support)	02/02/2015					
Daniel Creber (Support Work)	11/02/2015					
Elaine Hall (AHP)	03/02/2015					
Vin Lewin (Nursing)	11/02/2015					

Name of Governor and Constituency	Code of Conduct Signed	DOI Date Notified/ Registered	Declaration of Interests	Identified potential for conflict of Interest and action taken by Trust	Date From	Date To
Mark Thorpe (Support Work)	16/02/2016					
Deborah Gamsu (Psychology)	27/06/2016					
Appointed Governors						
Janet Sullivan (Sheffield MENCAP)	13/04/2015	02/05/2017	CEO Sheffield Mencap			Ongoing
			I sit on the MHLDDDB			Ongoing
Celia Jackson-Chambers (SACMHA)	02/09/2015	27/04/2017	Board member and Project Lead Sheffield African Caribbean Mental Health Association (SACMHA)			Ongoing
Dr Abdul Rob (PMC)	14/04/2015					
Dr Leigh Sorsbie (Sheffield CCG)	27/08/2015					
Susan Highton (Staffside)	11/02/2015					
Cllr Adam Hurst (SCC)		27/04/2017	Nothing to declare			
Cllr Josie Paszek (SCC)	15/09/2015					
Professor Paul Ince (Sheffield Uni)	20/07/2015					
Susan Wakefield (SHU)						