

 GIG CYMRU NHS WALES Iechyd Cyhoeddus Cymru Public Health Wales	<p align="right"> Name of Meeting Audit and Corporate Governance Committee Date of Meeting 15 September 2021 Agenda item: 3.12 </p>
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Registers of Interest, Gifts, Hospitality and Sponsorship	
Executive lead:	Helen Bushell, Board Secretary and Head of Board Business Unit
Author:	Liz Blayney, Deputy Board Secretary and Board Governance Manager
Approval/Scrutiny route:	Helen Bushell, Board Secretary and Head of Board Business Unit

<p>Purpose</p> <p>The purpose of this report is to provide assurance to the Audit and Corporate Governance Committee on the implementation of the Declarations of Interest, Gifts, Hospitality and Sponsorship Policy and the Declarations of Interest, Gifts, Hospitality and Sponsorship Procedure.</p>
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Recommendation:				
APPROVE <input type="checkbox"/>	CONSIDER <input type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input checked="" type="checkbox"/>
<p>The Audit and Corporate Governance Committee is asked to:</p> <ul style="list-style-type: none"> • Receive assurance on the implementation of the Declarations of Interest, Gifts, Hospitality and Sponsorship Policy and the Declarations of Interest, Gifts, Hospitality and Sponsorship Procedure. • Note there are no areas of concern to raise to the Committee’s attention. 				

Link to Public Health Wales [Strategic Plan](#)

Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.

This report contributes to all 7 of the Strategic Priorities and Well-being Objectives.

Summary impact analysis

Equality and Health Impact Assessment	<p>A specific Equality and Health Impact Assessment (EHIA) is not required to support of this report.</p> <p>An EHIA was undertaken in writing the Declarations of Interest, Gifts, Hospitality and Sponsorship Policy and Procedure.</p>
Risk and Assurance	<p>The Declarations of Interest, Gifts, Hospitality and Sponsorship Policy and Procedure reduces the reputational risk to the organisation. This report provides assurance on the implementation of the Policy and Procedure.</p>
Health and Care Standards	<p>This report supports and/or takes into account the Health and Care Standards for NHS Wales Quality Themes</p> <p>Governance, Leadership and Accountability Choose an item. Choose an item.</p>
Financial implications	<p>There are no financial implications as a result of this report.</p>
People implications	<p>There are no people implications as a result of this report.</p>

1. Purpose / situation

The purpose of this report is to provide assurance to the Audit and Corporate Governance Committee on the implementation of the Standards of Behavior Policy and the Declarations of Interest, Gifts, Hospitality, Honoraria and Sponsorship Procedure.

2. Background

Public Health Wales is committed to openness and impartiality in its work and decision-making.

2.1 Establishing and Maintaining the Register of Interests, Gifts, Hospitality, Honoraria and Sponsorship

As part of that commitment, and in line with the Standards of Behaviour Policy, the Board Secretary has established and maintains a register of interests declared by staff and Non-Executive Directors. The register includes details of directorships, pecuniary (financial) and non-pecuniary interests in organisations that may have dealings with the NHS and membership of professional committees and third sector bodies. Where relevant it also includes details of interests of spouses, civil partners or close family members.

2.2 Publication of the Register of Interests, Gifts, Hospitality, Honoraria and Sponsorship

The Register of Interests and the Register of Gifts, Hospitality, Honoraria and Sponsorship is published on the Public Health Wales website.

When making a declaration, staff are able to make representations that information on their interests should not be published. This allows for, in exceptional circumstances, an individual's name and/or other information to be redacted from any publically available registers where the public disclosure of information could give rise to a real risk of harm or is prohibited by law.

An interest remains on the public register for a minimum of 6 months and no more than 12 months after the Board Secretary has been informed that the interest has expired. A record of historic interests is retained by the organisation for a minimum of 6 years following the date it expired.

2.3 Arrangements for Reporting and Assurance

The Board Secretary must also provide a regular report, detailing the declarations of Interests, Gifts, Hospitality, Honoraria and Sponsorship received and the effectiveness of the arrangements in place, to the Audit and Corporate Governance Committee for scrutiny.

The Audit and Corporate Governance Committee will review and report to the Board upon the adequacy of bi-annually in line with Declarations of Interest Procedure. The last report was received by the Committee in May 2021.

3. Description/Assessment

3.1 Register of Interest: financial year 2021/22

In line with the Standards of Behaviour Policy and supporting Procedure the following individuals must complete a Declaration of Interest Form either declaring the interest they may have or stating that they do not have any interests:

- Non-Executive Directors,
- Directors
- Members of staff considered to be Tier 3 or above
- Members of staff who are level 1 or level 2 budget holders or who have responsibility for obtaining quotations, tendering or contracting for goods and services must declare any personal or business interests they may have which may affect, or be perceived to affect, the conduct of their role.

Those listed above must also declare any interests held by spouses, civil partners or close family members/persons, or bodies with which they are connected.

All other members of staff must declare any personal or business interests they may have which may affect, or be perceived to affect, the conduct of their role. This includes any interests that may influence, or be perceived to influence, their judgement in the course of conducting their business.

Attached, as Annex 1, is the Register of Interests 2021/2022 as at 31 August 2021 The Board and Executive level interested are published to the website for public information.

At the time of this publication, the register is in the process of being updated and reviewed on an ongoing basis.

3.2 Register of Gifts, Hospitality and Sponsorship: financial year 2021/22

In line with the Declarations of Interests, Gifts, Hospitality and Sponsorship Policy all relevant members of staff and Non-Executive Directors has a personal responsibility to volunteer information regarding offers of gifts, hospitality and sponsorship, including those offers that have been refused.

There has been 1 Gifts, Hospitality and Sponsorship declaration to report to the Committee for the period 1 April 2021 to 31 August 2021. The Register is attached at appendix 2.

4. Recommendation

The Audit and Corporate Governance Committee is asked to:

- **Receive assurance** on the implementation of the Standards of Behavior Policy and the Declarations of Interest, Gifts, Hospitality, Honoraria and Sponsorship Procedure.

Note there are no areas of concern to raise to the Committee's attention.