

WOLVERHAMPTON CCG

GOVERNING BODY
8 MARCH 2016

Agenda item 12b

Title of Report:	Review of Declaring and Managing Interests Policy
Report of:	Corporate Operations Manager
Contact:	Peter McKenzie, Corporate Operations Manager
Governing Body Action Required:	<input checked="" type="checkbox"/> Decision <input checked="" type="checkbox"/> Assurance
Purpose of Report:	To outline a revised version of the CCG's Policy for Declaring and Managing Interests which has been considered by and recommended by the Audit and Governance Committee.
Public or Private:	This Report is intended for the public domain
Relevance to CCG Priority:	Developing and Strengthening Leadership Capacity and Capability.
Relevance to Board Assurance Framework (BAF):	
<ul style="list-style-type: none"> • Domain 1: A Well Led Organisation 	The policy for managing potential conflicts of interest and the registers of interest and gifts and hospitality are key parts of the CCG's governance arrangements.
<ul style="list-style-type: none"> • Domain 3: Financial Management 	The effectiveness of the operational arrangements for managing potential conflicts of interests is a key element of robust financial management procedures, particularly in relation to procurement.
<ul style="list-style-type: none"> • Domain 5: Delegated Functions 	Having robust arrangements for managing potential conflicts of interest is a key issue for the successful



	exercise of the delegated functions under joint Co-Commissioning as there is the potential for greater exposure to risk in these areas.
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1. BACKGROUND AND CURRENT SITUATION

- 1.1. The CCG's policy for declaring and managing interests was subject to a wholesale review in January 2015. This review took into account best practice from other areas of the public sector and refreshed guidance from NHS England, which was issued to support CCGs in preparation for the advent of Co-Commissioning of Primary Care.
- 1.2. As a result of the level of change made to the policy, it was agreed that it would be reviewed in 12 months' time to ensure it remained fit for purpose and was being effectively implemented. The Audit and Governance Committee have conducted the review and are recommending a revised version of the policy to the Governing Body.

2. REVIEW OF POLICY

- 2.1. In conducting the review, the Audit and Governance Committee have not identified any evidence that the policy is not operating effectively, so no major changes are being proposed. Those changes that are suggested are intended to provide clarity in areas of ambiguity and to strengthen arrangements for confirmation of the accuracy of interests.
- 2.2. A copy of the revised policy is attached that includes the following changes:-
 - The definition of relevant interests in paragraph 3.2 has been refined to clarify that interests that should be registered by individuals are those which may impact on the CCG;
 - The requirement for individuals to confirm their interests on an annual basis has been strengthened
 - The Register of Interests form has been updated to reflect the changes in paragraph 3.2
 - A number of typographical errors have been corrected.

3. FURTHER REVISED

- 3.1. NHS England have indicated that they are likely to issue revised guidance on managing conflicts of interest during 2016. Amongst other things, this is likely to address concerns raised nationally around gifts and hospitality provided by pharmaceutical companies during 2015. Similar issues have recently been raised around hospitality provided to Civil Servants in Government Departments with further media coverage.



- 3.2. The guidance is currently being developed and it is understood that it will aim to clarify both expectations for CCG policies and a number of operational standards (such as how declarations of interest are recorded at meetings). Any further changes to the policy that are required to comply with the new guidance will be considered when it is issued and reported to the Governing Body.

4. CLINICAL VIEW

- 4.1. Clinical members of the Governing Body are invited to comment on the policy prior to its final adoption.

5. PATIENT AND PUBLIC VIEW

- 5.1. Not applicable.

6. RISKS AND IMPLICATIONS

Key Risks

- 6.1. There is a risk that an ineffective approach to managing potential conflicts of interest would leave the CCG's decisions open to challenge. Maintaining a robust policy through a review as outlined in the paper, mitigates this risk.

Financial and Resource Implications

- 6.2. There are no resource implications relating to the review or the implementation of the policy.

Quality and Safety Implications

- 6.3. There are no quality and safety implications relating to this report.

Equality Implications

- 6.4. There are no equality implications arising from this report.

Medicines Management Implications

- 6.5. There are no medicines management implications relating to this report.



Legal and Policy Implications

6.6. The Policy for Declaring and Managing Interests must reflect the provisions of the constitution that refer specifically to Standards of Business Conduct, the relevant sections of Standing Orders and statutory guidance from NHS England.

7. RECOMMENDATIONS**That the Governing Body**

- **Approves** the revised Policy.

Name Peter McKenzie
Job Title Corporate Operations Manager
Date: February

ATTACHED:

Revised version of the Policy for Declaring and Managing Interests

RELEVANT BACKGROUND PAPERS

CCG Constitution

Managing Conflicts of Interest, Statutory Guidance for CCGs, NHS England December 2014 <http://www.england.nhs.uk/wp-content/uploads/2014/12/man-confl-int-guid-1214.pdf>



REPORT SIGN-OFF CHECKLIST

This section must be completed before the report is submitted to the Admin team. If any of these steps are not applicable please indicate, do not leave blank.

	Details/ Name	Date
Clinical View	N/a	
Public/ Patient View	N/a	
Finance Implications discussed with Finance Team	N/a	
Quality Implications discussed with Quality and Risk Team	N/a	
Medicines Management Implications discussed with Medicines Management team	N/a	
Equality Implications discussed with CSU Equality and Inclusion Service	N/a	
Information Governance implications discussed with IG Support Officer	N/a	
Legal/ Policy implications discussed with Corporate Operations Manager	Report author	25/02/2016
Signed off by Report Owner (Must be completed)	Peter McKenzie	25/02/2016

