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NHS
The Queen Elizabeth Hospital King's Lynn
NHS Foundation Trust

Meeting:	Governors' Council		
Meeting Date:	16 December 2021	**Agenda item:**	3
Report Title:	Governors' Declarations of Interests		
Author:	Sarah Renwick, Governor and Membership Officer		
Executive Sponsor:	Laura Skaife-Knight, Deputy Chief Executive Officer		

Implications					
Link to key strategic objectives *[highlight which KSO(s) this recommendation aims to support]*					
KSO1	**KSO2**	**KSO3**	**KSO4**	**KSO5**	**KSO6**
Safe and compassionate care	Modernise hospital and estate	Staff engagement	Partnership working, clinical and financial sustainability	Healthy lives staff and patients	Investing in our staff

Board assurance framework		
Significant risk register		
	Y	
Quality		
Legal and regulatory	**Y**	
Financial		

Assurance route					
Previously considered by:					
Executive summary					
Action required: *[highlight **one** only]*	Approval	**Information**	Discussion	Assurance	Review
Purpose of the report:	To review the Register of Governors' Interests. Updates and new Governors are shown in bold.				
Summary of Key issues:					
Recommendation:	It is recommended that the Governors' Council: • Notes the provisions for the declaration of interests in the report and in the Trust's Constitution & Standing Orders for the Governors' Council • Reviews and updates the latest version of the Register of Interests of members of the Governors' Council, as necessary				
Acronyms	None				

SUMMARY

The Trust is required to maintain a 'Register of Interests of the Governors' Council' by Schedule 7 of the NHS Act 2006, which deals with the constitutional arrangements for Public Benefit Corporations. The Queen Elizabeth Hospital's (QEH's) Foundation Trust (FT) Constitution covers this legal requirement in paragraph 20. The QEH's current Register of Interests of members of the Governors' Council is set out at Appendix 1. The register covers those interests declared by Governors through completion of the Trust's 'Declaration of Interests' proforma.

Schedule 7 of the NHS Act 2006, also requires that the Trust's Constitution 'must make provision for dealing with conflicts of interest of members of the board of governors'.
The Trust's Constitution and standing orders make the following provisions:

CONSTITUTION

16 Governors' Council: conflicts of interest of Governors

16.1 If a Governor has a pecuniary, personal or family interest, whether that interest is actual or potential and whether that interest is direct or indirect, in any proposed contract or other matter which is under consideration or is to be considered by the Governors' Council, the Governor shall disclose that interest to the members of the Governors' Council as soon as he becomes aware of it.

16.2 The Standing Orders for the Governors' Council shall make provision for the disclosure of interests and arrangements for the exclusion of a Governor declaring any interest from any discussion or consideration of the matter in respect of which an interest has been disclosed.

STANDING ORDERS

The Standing Orders for the Governors' Council set out in detail the provisions relating to the Governors' declarations of Interest. The following key points are covered:

- At the time Governors' interests are declared, they should be recorded in the Governors' Council minutes.
- Any changes in interests should be declared at the next Governors' Council meeting following the change occurring and recorded in the minutes of that meeting
- Governors' directorships of companies likely or possibly seeking to do business with the NHS should be published in the Trust's annual report and in the register of Governors' interests. The information should be kept up to date for inclusion in the register and succeeding annual reports.
- During the course of a Governors' Council meeting, if a conflict of interest is established, the Governor concerned should withdraw from the meeting and play no part in the relevant discussion or decision.
- The Secretary to the Trust will ensure that a Register of Interests is established to record formally declarations of interests of Governors.
- These details will be kept up to date by means of a quarterly review of the Register in which any changes to interests declared during the preceding three months will be incorporated.
- The Register will be available to the public and the Secretary will take reasonable steps to bring the existence of the Register to the attention of local residents and to publicise arrangements for viewing it.

Policy into Practice: what happens at and in between Governors' Council meetings?

- The Register of Interests of the Members of the Governors' Council will be reviewed by the Governors' Council every quarter.
- Governors are asked to notify the FT Membership Officer or Trust secretary between Governors' Council meetings, should an amendment to the Register of Interests be needed.
- The Chair will ask for any interests to be declared at the beginning of every meeting. At this point on the agenda, the Trust Secretary / FT Membership Officer will update the Governors' Council in respect of any changes to the Register since the previous meeting. Interests in business on the agenda and not previously declared, should also be declared by Governors at this point in the meeting.
- During the course of a meeting, a Governor should immediately declare any interest, which arises.
- The Chair will ask a Governor to leave a meeting of the Governors' Council during discussion and/or voting on any business in which a Governor has declared an interest.

Governors will note that the same provisions are in place in respect of the Register of Interests of the Board of Directors

Governor	**Constituency (class and area)**	**Declared Interests February 2021**
Bambridge, Lesley	Appointed Norfolk County Council	Elected member King's Lynn & West Norfolk Borough Council and Norfolk County Council. Trustee: West Norfolk Carers, John Sugar's and Backham's Almshouses. Chairman: KL Child Contact Centre, St Margaret's Parish Trust
Brodie, Jennifer	Public, Cambs	In receipt of a NHS Pension
Carlton, Emma	Staff, Non-Clinical	Health and Safety Manager at the Trust Father is a Trust Volunteer
Clarke, Simon	Public, West Norfolk	None
Compton, Ann	Appointed, College of West Anglia (CoWA)	Previously employed as a Midwife and Supervisor of Midwives at QEH.
Corbett, Tracy	Public, West Norfolk	Personal Assistant to Peter Corbett Consulting: Agriculture, Amenity Consultancy Volunteer with West Norfolk Deaf Association and Downham Dementia Cafe
Corner, Esmé (OBE)	Public, West Norfolk	None
Cullen, Paul	Staff Clinical	QEH Consultant (part-time) receiving NHS Pension. His wife is a GP employed by Southgates Medical Centre
Dossetor, Dr Jonathan	Public, West Norfolk	Consultant Paediatrician, The QEH King's Lynn. Retired 2007

Governor	Constituency (class and area)	Declared Interests February 2021
Easton, Ann	Public, West Norfolk	In receipt of a NHS pension.
Evans, Jane	Appointed, West Norfolk Carers	CEO of an organisation in receipt of CCG funding Member of the Institute for Learning Trustee of Community Action Norfolk
Fox, Pru	Staff, Clinical	Advanced Neonatal Nurse Practitioner on the Neonatal Intensive Care Unit at the QEH
Hipkin, Penelope	Public, West Norfolk	Chairman, King's Lynn Hospitals League of Friends
Barry Hunt	Public, Cambs	Employed by the Tayto Group Ltd, Corby
Kendrick, Leanne	Staff, Non-Clinical	None
Kunes, Paul	Appointed, Borough Council of King's Lynn & West Norfolk	Borough Councillor for King's Lynn & West Norfolk
Lewis, Betty	Public, Cambs	State Registered Nurse, Retired Member of Royal College of Nursing Cambridgeshire & Peterborough NHS FT Member
Madden, Sue	Appointed, University of East Anglia (UEA)	Senior Lecturer, Medical Education, University of East Anglia
Maltby, Alan	Public, West Norfolk	None
Press, Mike	Public, West Norfolk	None
Shaw, Sara	Public, West Norfolk	None
Todd, Dan	Staff, Non-Clinical	None
Walder, Andy	Appointed, Freebridge Community Housing	Chair of Freebridge Community Housing Director Ad Meliora Academy Committee Member Sandringham Cricket Club Team Walder for Addenbrookes Dr of Technology at the University of Wolverhampton Daughter works in the Haematology Department Wife is working in the vaccination team as an administrator.

Governor	Constituency (class and area)	Declared Interests February 2021
Welch, Dale	Public, Breckland, North Norfolk and Rest of England	None
Wicks, Kenneth	Public, West Norfolk	BSc. Member of the Institute of Building, Retired
Wilkinson, Peter	Appointed, Breckland Council	Borough Councillor, Breckland District Council