

ENCLOSURE:

Date of Committee:	12 March 2018
Title of Report:	Conflict of Interests Report
Purpose of Report:	For assurance
Recommendation:	To review the Conflicts of Interest Register
Presented by:	Mike Jones, Trust Secretary
Relevant Trust Objective:	Good governance and compliance
Previous consideration:	Annually at Audit Committee
Appendices:	Registers
Implications considered for: Compliance with NHS Constitution, CQC registration, legal issues, equality & diversity, environment, stakeholders, staff, patients & public, risks & benefits, value for money, and governance.	

Introduction

2017 saw the introduction of a new Conflict of Interest Policy aligned to the new national policy and guidance issued by NHS England. These changed the reporting thresholds and introduced the requirement for “decision-making staff” to make annual declarations.

Key issues

- Gift vouchers are to be treated as cash equivalent and should not be accepted;
- Gifts from actual or potential suppliers should always be declined, although low cost promotional items worth less than £6 may be accepted;
- Additional reporting requirements on “decision making staff”;
- Register of interests to be made publicly available on the Trust website;
- ‘Loyalty interests’ to other organisations should be declared even when there is no financial interest;
- Gifts (excluding those from suppliers and contractors) may be accepted if the value is under £50 and do not need to be declared; gifts valued at £50 or more should not be accepted;
- Hospitality (meals and refreshments) with a value below £25 may be accepted and need not be declared; hospitality valued between £25 and £75 may be accepted and must be declared, hospitality exceeding £75 should be refused unless senior approval is given.

The new policy also covers declarations in relation to: donations, sponsored events, research and posts, patents and intellectual property rights, procurement, other types of hospitality (including accommodation and travel), shareholding and other ownership issues.

The first annual declarations by ‘decision making staff’ is underway and responses are currently being collated. **Secretary's Update: Appendix F attached 29.03.18.**

Conclusion: The Committee is asked to note the report.

Appendix A

DIRECTORS' REGISTER OF INTERESTS		
Name and Position	Interest Declared	
Geraldine Broderick Chair	Holiday Lets and Property Development	Self-Employed
Roisin Fallon-Williams Chief Executive	None	
Derek Allwood Non Executive Director	None	
Lorrayne Barrett Director of Norfolk Adult Operations and Integration	Friends of Lowestoft Library Host for an NCC Care leaver via the Benjamin Foundation	Secretary
Dr Iain Brooksby Non Executive Director	Norfolk Heart Trust	Chairman
	Norwich Consolidated Charities	Trustee
Paul Cracknell Director of Strategy and Transformation	None	
Dr Venu Harilal Medical Director	East Anglian drive ability centre in Thetford, Norfolk	Board Member
	Colman Centre for specialist rehabilitation, NCH&C	Clinical Lead
	<i>All-Hallows Healthcare Trust</i>	<i>Clinical Input</i>
	<i>Icanho (Community rehabilitation team in Suffolk)</i>	<i>Clinical Input</i>
Andrew Hopkins Director of Finance and Performance	<i>Environmental Control Service, Suffolk, Bartrams</i>	<i>Clinical Input</i>
	Partner runs a consulting business that carry out work for the NHS on finance, contracts and commissioning	
John Kennedy Non Executive Director	None	
Anna Morgan Director of Nursing and Quality	Peer Reviewer for RCN Publications	Review all articles that have Safeguarding/LD/ Older People context
	Clinical and Professional Advisor for CQC inspections	Advisor for mental health inspections for CQC
	Clinical Senate for East of England	
Heather Peck Non Executive Director	Dog Welfare Trust	Chair
	Blue Cross	Education

	<p>Citizens Advice</p> <p>LANTRA</p> <p>Cambridgeshire Community Services</p>	<p>Volunteer</p> <p>Adviser</p> <p>Chair</p> <p>Former Chair</p>
<p>Geoff Rivers Non Executive Director</p>	<p>Geoff Rivers Associates – local government work</p> <p>Arch Bishop Sancroft High School, Harleston , Norfolk</p> <p>HM Prison Hollesley Bay, Woodbridge, Suffolk</p> <p>WEA (Worker Education Associations), Pulham Branch, Norfolk</p> <p>All Saints Multi Academy Trust</p>	<p>Director</p> <p>Governor</p> <p>Vice Chair of the Independent Monitoring Board</p> <p>Treasurer</p> <p>Director</p>
<p>Andrew Williams Associate Non Executive Director</p>	<p>Options 2 Outcomes Ltd – previously providing consultancy and interim services to NHS and Local Government Organisations. Currently providing services to Dreamy Hollow Leisure Ltd campsite and woodland.</p> <p>Headway</p>	<p>Co-Owner and Managing Director</p> <p>Volunteer</p>

Notes

* indicates not currently working for any clients in the NHS or health sector other than NCH&C

Italics indicates disclosure of a new interest or a change in the previously circulated Register

Appendix B

Declarations of Interest (Conflicts of Interest Policy)

Name:	Job Title:	Specialism/Field:	Type of Interest Declared (Employment, Gift, Hospitality, Sponsorship):	Details	Relevant Dates (from & to):	Value:	Approved by:	Date Declared:
Philippa (Pippa) Murrell	Clinical Lead OT/Clinical Operations Manager	OT	Gift	OT in Pippa's team received £10 cash in the post from a patient as a thank you.	Declared on 07.02.18	£10	Advised to decline the gift by Michael Jones 07.02.18	07.02.18
Mary Green	Physiotherapist	Muscoskeletal Specialist	Employment	Provision of Physio services/acupuncture in private clinic. Commenced private physio work for Colney Physio within Rowan House, Hethersett on Friday mornings only. The provision of services are MSK physio and acupuncture (acupuncture no longer provided by ITP services which is why I commenced the private clinic to be able to maintain these skills which are no longer allowed on the NHS). Clinical manager aware.	January 2018 onwards	N/A	Emailed Mike Jones	08.02.18

Appendix C
Non-Board Declarations of Interest: January - December 2017 (declarations made under the Business Conduct Policy)

NAME	POSITION	DETAILS OF GIFT OR HOSPITALITY RECEIVED	DATE DECLARED
Ehab Georgy	Advanced Specialist Physiotherapist	Yes - self employed. Private Physiotherapy Provision to a private patients. Private Physiotherapy Provision to self-funding patients. Patients are referred directly to me from specific clinicians or patients self refer via the Chartered Society of Physiotherapy website.	11.01.17
Dr Moheb Gaid	Consultant in Rehabilitation Medicine	Will start private practice at Rehab United Group www.rehabunited.org.uk (in my spare time,) seeing patients with complex spasticity and neurological disorder to plan rehabilitation programmes within my competencies and experience. I confirm this will not alter my contracted hours with NCHC. I confirm this will not interfere with my clinical duties toward NCHC or my patients I confirm that my private practice will be according to the "good clinical practice" guidelines set by the General Medical Council. I have not started this private practice yet. My commitment will be an estimate of 1-2 clinics/month.	13.01.17
Saurabh Gupta	Senior Physiotherapist B6	Self-employed physiotherapist.	15.01.17
Anne Gardiner	Clinical Lead Physiotherapist	Work in private practice. Potentially self-employed, including as an associate of the Neuro Physio Service. This is in order to retain my clinical skills, as I am no longer able to do clinical work as my role has become a management one. The referrals would be non NHS and would complement what the NHS can provide.	26.01.17
James Wilson	Occupational Therapist	I'm currently a Trustee (since July 2015) at Norfolk and Norwich Scope Association (NANSA) a charity which supports adults with learning disabilities. As an integrated health team, some of our clients attend NANSA's services. However, due to work and personal commitments I will be resigning from NANSA on the 6th February.	27.01.17.
Dawn Crafer	MSK Occupational Therapy	Carrying out private work for Sole Trader/Associate (private practice hand therapy) alongside NHS employment.	22.03.17
Richard Gilham	Consultant Clinical Psychologist	Co Director of Children Assessment and Therapy Services - Community Interest Company (CATS CIC) Trainer for Cambridgeshire County Council - Education Safeguarding Service Honorary Senior Lecturer University of East Anglia Medical School	16.05.17

Anastasia Bem (Dr)	Consultant Community Paediatrician	<p>1. I occasionally lecture at educational meetings sponsored by pharmaceutical companies, such as Shire outside my normal working time. I apply for annual leave according to the trust policy 6 weeks before the day I am invited to give a presentation. I have not done any lecturing in the financial year (4 April 2016-2017).</p> <p>2. As a principal investigator for the Shires studies I participated in a advisory board for Guanfacine (new medication for treatment of ADHD) in July 2016, I have not claimed any payment for this.</p> <p>3. I attended an international meeting on ADHD in Vancouver, Canada, in April 2017. It was part of my PDP as specified in Appraisal 2016 and was agreed by my line manager Gita Prasad.</p> <p>Private practice - I have provided limited cosmetic treatments outside my working hours, usually on Saturday morning; with annual income less than £3,000/annum. This activity ceased during my prolonged sick leave 2 October 2015 - July 2016. I resumed this private clinical activity after my appraisal in September 2016. Type of cosmetic treatments (fillers and botulinum toxin treatments).</p> <p>I am a member of the British College of Aesthetic Medicine and I have regular training, audit and peer review in that area. I completed patient feedback review in 2016.</p> <p>There is no overlap between my private practice and my NHS work.</p>	30.05.17 (date on declaration 12.04.17)
Alex Watson	HR Business Partner	<p>I am a volunteer member of my local residents management company. This is an unpaid position and is undertaken in my own time.</p> <p>I do not believe this presents a conflict with my role or responsibilities at the Trust. I have informed my manager, Liz Cooke.</p> <p>I will keep this under review and will highlight any new possible conflicts if they arise.</p>	06.07.17.
Rachel Andrews	Community Phlebotomist, Kelling (NN1)	<p>I have been offered a 0 hour contract with my previous place of employment (Fakenham Medical Practice). I have been working as a Band 2 with NCH&C for a year; previously I worked as a Band 3. I would like to take up the offer from the medical practice as I would like to keep up my skills which I have trained hard for e.g. wound care. I also miss using my knowledge of this and feel that it is important to me to keep my knowledge up to date. I have discussed with the Nurse Manager at the medical practice about hours etc. I would choose the amount of hours I work each week therefore I am not committed to working every week. I am only looking to work 1.5-2.0 hours 1-2 times a week after my working day with NCH&C. I feel that this would not compromise my work with NCH&C as I am in control of the hours I work. I am also based in the same building as the medical practice so there would be no travelling between work places.</p>	06.07.17
Tom Steverson	Clinical Psychologist	<p>As I am only on a 0.8 wte contract with NCHC, I would like to use the day that I am not working for NCHC to work in a private practice.</p>	07.07.17
Emma Lunny	Head of Finance	<p>Director of Norfolk Properties Ltd (no conflict)</p>	25.09.17
Lucy Baines	Band 6 Physiotherapist	<p>Doing private physiotherapy work in addition to my NHS physiotherapy work.</p>	25.09.17
Sara Tansley	Rapid Assessment Team Lead	<p>I have been asked if I would like to do some associate tutoring for the UEA next year in regards to our service etc. predominantly with paramedic students.</p> <p>This would not be undertaken in my own time and not as part of the contacted NCHC hours or as an interference to my contractual obligations with the trust. The amount of sessions expected would be infrequent over the year.</p>	28.09.17

Rebecca Start (Dr)	Clinical Psychologist	Alongside my full-time role at NCHC - Starfish CAMHS LD, I also work privately at the Therapy Suite. This is approximately between 0 - 6 hours a week. The hours are outside of my working hours.	16.10.17
Sharon Giffin	Physiotherapy Professional Lead Learning Disabilities	I provide clinical supervision to a physiotherapist from the Aurora Group in my own time. Aurora is a provider of care for people with disabilities.	16.10.17
Ehab Georgy	Advanced Specialist Physiotherapist	My wife has become a partner in a private physiotherapy practice in Suffolk. I might be helping out by seeing patients in the practice outside my NHS core working hours. No conflict is expected but I thought I needed to declare this. I expect to see patients in the evenings and weekends as and when needed.	23.10.17
June Patterson	Lymphedema Specialist Nurse	I work as a private complementary therapist when not working for the Trust to include manual lymphatic drainage for all lymphatic conditions. I also treat patients in the NHS with M.L.D but do not take these patients on in my private capacity or draw from my current NHS caseload. Working from 2001 to date.	10.11.17

Appendix D

Register of Gifts and Hospitality : January - December 2017 (declarations made under the Business Conduct Policy)

NAME / POSITION	DATE ACCEPTED	DETAILS OF GIFT OR HOSPITALITY RECEIVED	VALUE WHERE KNOWN (OR ESTIMATED VALUE) £	DONOR / PROVIDER OF GIFT OR HOSPITALITY	REASON FOR THE GIFT / HOSPITALITY	ACTION TAKEN (Eg Gift retained / donated)	APPROVAL GIVEN
Adele Travis Clinical Lead Occupational Therapist	01.02.17	John Lewis gift card	£10	Kay Strange (patient - Phyllis Crisp's daughter)	Grateful for Occupational therapy intervention	Accepted	Suzanne Martin Clinical Ops Manager
Nicky Addison Community Staff Nurse	08.02.17	Gift voucher for the cinema	£12.50	Patient	Thank you to the team for good care	Accepted	T M Hensby Clinical Operations Manager
Joanne Green Clinical Lead	08.02.17	Gift voucher for the cinema	£12.50	Patient	Thank you to the team for good care	Accepted	T M Hensby Clinical Operations Manager
Julie Gammon Senior Staff Nurse	08.02.17	Gift voucher for the cinema	£12.50	Patient	Thank you to the team for good care	Accepted	T M Hensby Clinical Operations Manager
Annie Yaxley Staff Nurse	08.02.17	Gift voucher for the cinema	£12.50	Patient	Thank you to the team for good care	Accepted	T M Hensby Clinical Operations Manager
Hayley Platten Staff Nurse	08.02.17	Gift voucher for the cinema	£12.50	Patient	Thank you to the team for good care	Accepted	T M Hensby Clinical Operations Manager
Sandy Wickens Community Nursing Assistant Nurse	08.02.17	Gift voucher for the cinema	£12.50	Patient	Thank you to the team for good care	Accepted	T M Hensby Clinical Operations Manager
Zillah Trautmann Children's Community Nurse	28.02.17	Bottle of Prosecco	Not known - under £25.00	Parent of a child	On discharge as a thank you present	Accepted	V Lintin Clinical Lead - CCNT

Cheryl Hartis Nursing Assistant, SOC	01.03.17 (date raised with Trust Secretary)	Beneficiary of will	£5,000+	Parent of patient	Not known	Declined	Trust Secretary spoke to Cheryl Hartis on 22.03.17. and advised she could not accept gift
Radha Chilleystone Podiatrist	08.03.17	Bottle of 35cl Sainsbury's own blended scotch whiskey	£6.75 - approx	Patient	As a thank you	Accepted	Chris Gilman Podiatry Manager
Giancarlo Tolaini MSK Physiotherapist	14.03.17	Bottle of cava	£5.00 - approx	Patient	Thanks for treatment received	Accepted	
Sue Warnes Community Elderly Care Nurse	01.03.17	Boots Gift Voucher	£10.00	Patient	As a retirement gift	Accepted	Sue Green Community Matron
Sue Warnes Community Elderly Care Nurse	07.03.17	M&S Voucher	£20.00	Patient	As a retirement gift	Accepted	Sue Green Community Matron
Sue Warnes Community Elderly Care Nurse	16.03.17	Bottle of perfume	£10.00	Patient	As a retirement gift	Accepted	Sue Green Community Matron
Sue Warnes Community Elderly Care Nurse	17.03.17	Bottle of white wine	£7.00 - approx	Patient	As a retirement gift	Accepted	Sue Green Community Matron
Toby Blowers TWPO	10.04.17	Chocolate	£2.00	Supply Care Solutions - Nursing Agency	As an Easter gift	Accepted	Caroline Leahy Clinical Lead
Toby Blowers TWPO	13.04.17	Cookies	£5.00	Agency	As an Easter gift	Accepted	Caroline Leahy Clinical Lead
Angela Harrington Community Staff Nurse	24.04.17	Cash received in a thank you letter	£100.00	Sons of patient	As a thank you	Declined (confirmed 08.05.17)	Tim O'Mullane (manager) confirmed gift was declined and returned.
Hannah Cockburn-Wells Specialist Community Children's Learning Disability Nurse, CAMHS, Starfish	25.04.17	Two soft toy gnomes	£5.00	Mum of young person I am working with purchased them for me.	As a thank you	Accepted	Anne Goodrich Team Leader, CAMHS

Lesley Etheridge HR Business Partner	12.05.17	Dinner and theatre	£30 (approx)	Birketts Solicitors	Birketts participating in Norfolk and Norwich Festival and able to invite clients to an event	Accepted	Mike Jones - Trust Secretary Liz Cooke - Head of HR
Anastasia Bem (Dr) Consultant	12.04.17 (declared 30.05.17)	Travel, subsistence and accommodation to attend ADHD World Conference in Vancouver, Canada in April 2017 (hospitality 20 - 23 April, travelled on 19th).	£600.00	Shire	Not stated	Accepted	Gita Prasad Head of Service
Sophie Hawkins Assistant Practitioner	09.06.17	Bottle of radox bubble bath, and 20cl bottle of prosecco	£3.50 (approx)	Patient	To say thank you for all my help and input since seeing patient after total knee replacement.	Accepted	Helen Nku Clinical Lead OT
Lisa Moore Community Specialist Palliative Care Nurse	15.06.17	John Lewis gift card	£25.00	Patient's daughter	To say thank you for the care provided to her father	Accepted	
Amanda Mitchell Complaints and Board Governance Officer	07.07.17	Working lunch	Approximately £13	Kennedys Solicitors	Lunchtime review meeting of litigation claims and support required by staff members	Accepted	Mike Jones Trust Secretary
Sam Wilde Associate Director of Finance	10.07.17	House of Lords box of chocolates	£12	Lord Carter of Coles	Thank you to members of the initial cohort working on the Carter review of Operational Productivity in the NHS Community and Mental Health sectors.	Accepted	Andrew Hopkins Director of Finance
Alice Smith Physiotherapist	13.7.17	Bath and shower set	Estimated £15-£20	Patient	As a thank you for treating patient	Accepted	Adele Travis Clinical Lead

Jayne Rose Change Manager	24.07.17	FitBit2	£100 (approx)	REAL Staffing	It was first prize in a competitive draw held when I attended a Health & Care conference. Most exhibitors held competitions on the day.	Accepted	Mike Jones, Trust Secretary Mike Yarde, Interim Head of Change
Mark Page Assistant Director - Estates & Facilities	18.09.17	Lunch	£10.50	CAPITA	Lunch from CAPITA as part of a visit re hospital	Accepted	N/A
Andrew Hopkins Director of Finance & Performance	25.09.17	Lunch	£10.00	CAPITA	Lunch from Capita (in Henley) to look at the redevelopment of the community hospital site to help consider plans for NCH site.	Accepted	N/A
Philip Law Estates Manager Technical	04.10.17	Evening meal and drinks from Kevin Cowley, Tillery Valley Foods	£35 (approx)	Kevin Cowley, Tillery Valley Foods	A site visit at Abertillery, South Wales on 4th & 5th October, I was provided with an evening meal and drinks.	Accepted	Mark Page AD
Helena Bateson Community Learning Disability Nurse	17.11.17	Bunch of flowers and decorative scarf	£15 (approx)	Carer of service user	Service user passed away and carer presented me with flowers and decorative scarf as a gift	Accepted	Fai deMain Integrated Team Manager
Lisa Moore Community Specialist Palliative Care Nurse	10.12.17	Flowers and a mug	£10.00	Family of a patient	As a thank you for all the support and advice I gave them whilst	Accepted	
Damian Bowen Community Learning Disabilities Nurse	14.12.17	One bottle of red wine	£6.00 (approx)	Mother of patient	Christmas present	Accepted	Steve Whitton Line Manager

Appendix E

Register of Commercial Sponsorship: January - December 2017 (declarations made under the Business Conduct Policy)

NAME	POSITION	SPONSORSHIP DETAILS	VALUE	SPONSOR	APPROVAL GIVEN	DATE DECLARED
Julie Widdowson	Diabetes Educator/Practitioner & Service Lead	Sponsorship to attend one day Practical Applications for Flash Glucose Monitoring and Data Interpretation meeting in Witney, Oxfordshire organised by Abbot Laboratories. Sponsorship to also cover travel expenses.	Not indicated	Practical Applications	Yes Roy Crane, Line Manager & Lorryne Barrett	28.04.17
Isabelle Bane	Diabetes Specialist Nurse	Sponsorship to attend one day Practical Applications for Flash Glucose Monitoring and Data Interpretation meeting in Witney, Oxfordshire organised by Abbot Laboratories. Sponsorship to also cover travel expenses.	Not indicated	Practical Applications	Yes Roy Crane, Line Manager & Lorryne Barrett	28.04.17
Elliot Key	IT Incidents Manager	Samsung Galaxy Tab A6, Supplied by CDW, Sponsorship for prize to be given to the customer who logs the 100,000 call on IT Service Desk.	£120.00	CDW	Yes Roisin Fallon-Williams	20.09.17
Abigail Adams-Orme	Communications & Marketing Officer	DLA Piper - Sponsorship of the REACH Awards, including sponsorship of two award categories. In return, their logo was displayed on the awards brochure, the trophy, certificates and on the presentation. A member of DLA Piper also presented two awards at the event.	£5,000.00	DLA Piper	Not indicated on declaration	09.11.17
Abigail Adams-Orme	Communications & Marketing Officer	Sprowston Manor - Sponsorship of the REACH Awards. Provided complimentary use of the venue, sponsored the drinks reception and donated three prizes to the free raffle. In return, their logo and company description was included in the awards brochure Overnight Accommodation - £150.00 Leisure Day Pass @ £17.50 per person (voucher for two people) Golf per person @ £30.00 per person (voucher for four people) Drinks Receptions @ £6.95 per person = £1153.70 Room Hire - £500 Value £1,958.00	£1,958.00	Sprowston Manor	Not indicated on declaration	09.11.17
Abigail Adams-Orme	Communications & Marketing Officer	Cutting Crew Hairdressers - donated a prize to the free raffle. In return the company logo and a short description was included in the awards brochure.	£50.00	Cutting Crew	Not indicated on declaration	09.11.17
Abigail Adams-Orme	Communications & Marketing Officer	Barrett and Coe Photography - donated three photography experience prizes to the free raffle (pet, baby and family). In return the company logo and a short description was included in the awards brochure.	£69.00	Barrett and Coe	Not indicated on declaration	09.11.17

Abigail Adams-Orme	Communications & Marketing Officer	Donations on the night - guests were offered the chance to make donations on the night, which would go towards the cost of the event.	£346.00	Attendees	Not indicated on declaration	09.11.17
Annette Paul	Continence Service Lead	Driving Outcomes in Continence Care at 7th Global Forum on Incontinence. Rome Italy: 16th - 18th April 2018. Sponsored by Essity. Continence Lead. I believe this conference will make me more effective at work and improve my performance because as Continence Service Lead it is so important to be involved with strategic decisions about the continence service into the future, ensuring we have a sustainable service in an ever changing and demanding climate.	Not indicated	Essity	Not indicated on declaration. Annette Paul confirmed in Feb 2018 that invitation had been declined due to possible changes in the service.	27.11.17 Update received 14.02.18

Annual Declarations of Interest by "Decision Making Staff" 2017/8

"None" means the member of staff has submitted a Nil Return confirming there are no interests to declare

First Name:	Surname:	Job Title:	Specialism/ Field:	Interest Declared	Details	Date Declared:
Peter	Broughton	Commercial Support Officer	Corporate	None	N/A	15.02.18
Andrew	Butcher	Head of Commercial Services	Corporate			
Tanya	Clarke	Commercial Services Support Manager	Corporate	Yes	Son works for NNUH (Information Team)	15.02.18
William	Brown	Business Development Manager	Corporate	None	N/A	13.03.18
Cerys	Crocker	Commercial and Business Development Apprentice	Corporate	None	N/A	13.03.18
Angelini	Giusy	Commercial and Business Development Apprentice	Corporate	None	N/A	13.03.18
Neil	Bloomfield	Head of Procurement	Corporate	None	N/A	12.03.18
Steve	Worley	Procurement Improvement and Development Manager	Corporate	None	N/A	16.02.18
Adam	Fisher					
Carl	Garside					
Matthew	Wells					
Lynne	Fanning	Clinical Operation Manager	CN&T South	None	N/A	21.02.18
Andrew	Pover	Modern Matron	South	None	N/A	27.02.18
Anne	Rowe	Integrated Team Leader	North	None	N/A	14.03.18
Nicola	Wyatt	ESD Acting Team Leader	Specialist	None	N/A	12.03.18
Liz	Cooke	Head of HR	Corporate	None	N/A	22.02.18
Lisa	Hart	S1 Service Manager	Corporate	None	N/A	21.02.18
Fai	De Main	Team Manager	LD	None	N/A	12.03.18
Diana	Smith	Ward Manager	West			
Mary	Doggett	Head of Information	Corporate	None	N/A	12.03.18
Sarah	Cavell	Team Leader Community Liaison Team	Norwich	None	N/A	28.03.18
Theresa	Hensby	Clinical Operations Manager	North	None	N/A	21.02.18
Paula	McGreavy	Staff Nurse	South	None	N/A	26.03.18
Mike	Jones	Trust Secretary	Corporate	None	N/A	21.02.18
Nina	Winter	Assistant Operational Manager	Specialist	None	N/A	28.02.18
Helen	Nku	Clinical Lead, OT	South	Yes	Trustee of Nickys Foundation Charity. No gain anticipated	05.03.18
Jo	Hardcastle	Head of Risk Management	Corporate	None	N/A	27.02.18
Amanda	Mills	Ward Manager	North	None	N/A	21.02.18
Beth	Kimber	Lead Infection Control Nurse	Corporate	None	N/A	12.03.18
Daniel	Stevenson	Ward Manager	Specialist	None	N/A	21.02.18
Fran	Kiddell	IT Incident Manager	Corporate	None	N/A	21.02.18
Matthew	Poole	Security and Change Consultant	Corporate	None	N/A	26.03.18
Paul	Walsh	Infrastructure Consultant	Corporate	None	N/A	21.02.18
Jo	Clatworthy	Senior Continence Advisor	West	None	N/A	21.02.18
Sarah	Watling	Home Leader	Specialist	None	N/A	19.03.18
Heather	Symonds	Modern Matron	North	None	N/A	22.02.18
Mark	Rowlands	Clinical Operations Manager	Norwich	None	N/A	21.02.18
Janet	Turrell	Health Team Manager	Specialist	None	N/A	26.02.18
Louise	Rawlings	Service Lead for Planned Care	Norwich	None	N/A	21.02.18
Wanda	Thompson	Clinical Operations Manager	West	None	N/A	26.02.18
Allison	Coxon	Team Lead	West	None	N/A	26.03.18
Sara-Jane	Tansley	Rapid Assessment Team Lead	West	Yes	Associate Tutoring for the UEA on an infrequent, ad hoc basis in own time	08.03.18
Diane	Thurston	Head of Performance	Corporate	None	N/A	21.02.18
Helen	Bradley	Home Based Respite Care Co-Ordinator	Childrens	None	N/A	13.03.18
Bill	Partner	HR Business Partner	Corporate	None	N/A	02.03.18

Sarah	Goddard	Clinical Operations Manager	South	None	N/A	21.02.18
Valerie	Heath	Integrated Childrens Centre Leader	Childrens	None	N/A	21.02.18
Clare	Waller	Ward Manager	North	None	N/A	28.03.18
Kate	Pontin	Head of Integrated Care	North / South	None	N/A	21.02.18
Patricia	White	Stroke Care Team Lead	Specialist	None	N/A	26.02.18
Stuart	Morton	Operational Hub Manager	North	None	N/A	26.03.18
Terry	Siedlecki	Executive Office Manager	Corporate			
					Speaking at and chairing meetings, Training services , Advisory board meetings, lecture for the pharmaceutical industry have given permission for this to be disclosed as part of the Association of British Pharmaceutical Industry (ABPI) Disclosure UK initiative	
Julie	Widdowson	Diabetes Service Lead	Specialist	Yes		22.02.18
Caroline	Davies	Estates Support – Lead for Technical Services	Corporate	None	N/A	26.02.18
Christina	Mottershead	Clinical Operations Manager	Norwich	None	N/A	21.02.18
Amie	Daynes	Team Leader	Childrens	None	N/A	09.03.18
Christine	Harvey	Modern Matron	South	None	N/A	13.03.18
Rosie	Smithson	Team Lead	Corporate	None	N/A	26.03.18
Karen	Wilson	Modern Matron	North	None	N/A	21.02.18
Caroline	Leahy	Clinical Lead	North	None	N/A	27.03.18
Belinda	Williamson	Matron	North	None	N/A	12.03.18
Kerry	Jones	Locality Operations Manager	West	None	N/A	27.02.18
Lilian	Larwood	Team Manager	Specialist			
Sonia	Kerrison	Head of Operations	West	None	N/A	22.02.18
Mary	Page	Post Surgical Services Manager	Specialist	Yes	Board Governor, Charitable Organisation	27.03.18
Roy	Crane	Modern Matron	West	None	N/A	21.02.18
Diane	Varney	Children's Centre Leader	Childrens	None	N/A	12.03.18
Theresa	Biddlecombe	Admin Team Leader	South	None	N/A	05.03.18
Damien	King	HR Quality Assurance and Compliance Manager	Corporate	None	N/A	26.02.18
Angela	Crummett	Business Support Manager	Corporate	None	N/A	27.03.18
Alan	Hunter	Head of LD and Development	Childrens	None	N/A	28.02.18
Terry	Newman	Head of IM&T	Corporate	None	N/A	21.02.18
Dawn	Riley	Head of Specialist Treatments	Specialist			
Simon	Bailey	IM&T Programme Manager	Corporate	None	N/A	12.03.18
Wendy	Owen	Estates Manager	Corporate	None	N/A	08.03.18
Nina	Melville	Service Manager	Specialist	None	N/A	12.03.18
Paul	Larman	Business Support Manager	Corporate	None	N/A	27.02.18
Lisa	Edwards	Admin Team Leader	CYPASS			
Philip	Law	Food Service Manager	Corporate	None	N/A	26.02.18
Becky	Cooper	AD for Palliative and End of Life Care	EoL	Yes	Trustee of BIG C	21.02.18
Jo	Fisher	AD	West	None	N/A	27.02.18
Mark	Adeney	Ward Manager	Norwich	None	N/A	21.02.18
Mark	Walker	AD	Norwich	None	N/A	12.03.18
John	Reynolds		Corporate			
Mark	Page	AD	Corporate	Yes	My Borthor in Law - Phil Law, works for the Trust as Estate Manager - Technical services	12.03.18
Laura	Clear		Corporate	None	N/A	21.02.18
Paula	Fuller	Team Lead	Norwich			
Peter	Droppert	Admin Team Lead	Norwich	None	N/A	26.03.18
John	Mallett	AD	Norwich			
Vanessa	Hansell	Service Lead	Norwich	None	N/A	21.02.18
Katherine	Cubitt	Team Leader	Specialist			
Sara	Burr	Specialist Nurse - Dermatology	West	Yes	Skin cancer screening services for 2 different private companies	22.02.18
Sarah	Cheal	Team Lead	Norwich	None	N/A	22.02.18

Tim	O'Mullane	AD	North / South	None	N/A	13.03.18
Tarandeep	Kaur	IM&T Programme Manager	Corporate	None	N/A	28.02.18
Sandra	Davison	Clinical Operational Manager	South	None	N/A	12.03.18
David	Leaper	Clinical Operational Manager	North	None	N/A	21.02.18
Sam	Wilde	Associate Director of Finance	Corporate	Yes	Governor - Tapton School	13.03.18
Debbie	Beresford	Deputy Director of Nursing & Quality	Corporate	None	N/A	26.03.18
Sarah	Hogan	Team Leader Musculoskeletal Physiotherapy	West	None	N/A	21.02.18
Phillippa	Murrell	Clinical Lead OT	Specialist	None	N/A	12.03.18
Annette	Paul	Senior Continence Advisor	West	None	N/A	21.02.18
Rhona	Macpherson	Lead Heart Failure Nurse	Norwich	None	N/A	21.02.18
Nick	Pryke	AD	Norwich	Yes	Trustee and Deputy Chair/Safeguarding Officer of the Gorleston Competitive Festival	12.03.18
Karen	Johnson	Clinical Lead		None	N/A	26.02.18
Paul	Howarth	Estates Manager	Corporate	None	N/A	13.03.18
Elizabeth	Wilton	Admin Team Lead	North	None	N/A	13.03.18
Jonathan	Mills	Improvement and Development Manager	Norwich	None	N/A	27.02.18
Elliot	Key	IT Senior Desktop Engineer	Corporate			
Nicky	Southgate	Deputy IG Manager	Corporate	None	N/A	21.02.18
Maria	Richardson	Safeguarding Lead	Corporate	None	N/A	21.02.18
Ermir	Prendi	Service Manager for Vulnerable People	Norwich	None	N/A	12.03.18
Lisa	Starling	Admin Team Lead	Norwich	None	N/A	12.03.18
Susan	Morvan	Clinical Operations Manager	West	None	N/A	07.03.18
Suzanne	Martin	Community Matron	West	None	N/A	26.02.18
Rowena	Florence	Admin Team Leader	Childrens	None	N/A	12.03.18
Robert	Bacon	Head of Estates and Facilities	Corporate	None	N/A	21.02.18
Tamara	Davidson Thomp	Principal SLT	Specialist	Yes	Deliver Masterclasses to student speech and language therapists at the UEA under an associate tutor contract. Carry out 8 hours of lectures per year in own time.	09.03.18
Jessica	Brown	Dental Service Manager (seconded)	Specialist	Yes	Probably not in my seconded role but possibly in my substantive role as Business Development Manager	22.02.18
Emma	Lunny	Head of Finance	Corporate	Yes	Director of Norfolk Properties Ltd - BUT no conflict of interest	12.03.18
Lesley	Etheridge	HR Business Partner	Corporate	None	N/A	26.02.18
Michelle	Trollope	Clinical Psychologist and NDS Pathway Lead	Childrens	None	N/A	28.02.18
Carolyn	Houseago	Clinical Operations Manager	West	None	N/A	22.02.18
Brenda	Cote		Specialist			
Richard	Nash	Operational Manager	Specialist	Yes	Director of a private Physiotherapy Practice	22.03.18
Dawn	Marsh	Continence Service Lead	West	None	N/A	01.03.18
Kirsty	Rowden	Head of Operations	Norwich	None	N/A	26.02.18
Matthew	Percival	Clinical Operations Manager	Norwich	None	N/A	08.03.18
Nicola	Ellis	Clinical Lead	North	Yes	Loyalty to Norfolk Hospice Tapping House as in joint role	12.03.18
Pauline	Garnham	Ward Manager	North			
Mary	Heffernan	Interim Head of LD	Specialist	None	N/A	27.03.18
Mike	Yarde	Interim Head of Change	Corporate	None	N/A	26.03.18
Karen	Mitchell	Ward Manager	North	Yes	Son is HCA on Bank Staff	26.02.18
Steven	Dewing	Head of Financial Strategy	Corporate	None	N/A	21.02.18
Tricia	Wainwright	Head of Research	Corporate			
Maria	Cox	AST - Intensive Support Team Leader	LD	None	N/A	26.03.18
Marian	Metry	Head of Medicines Management	Corporate	None	N/A	21.02.18
Michelle	Frior	Community Matron	South			
Susan	Gurkan	Unplanned Care Lead	North			

Gary	Wiltshire	Fundraising Manager	Corporate	Yes	An indirect interest through a personal and business partner (through Inspiring Vision LLP), associated with Susan Ringwood who is Chief executive of Age-UK, Norwich.	12.03.18
Jinty	Harris	Clinical Operations Manager	West	None	N/A	13.03.18
Alan	Kirton	Emergency Planning Officer	Corporate	None	N/A	21.02.18
Steven	Whitton	Health Team Leader	LD	Yes	Voluntary role with the Association of Chartered Physiotherapists for People with Learning Disabilities (ACPPLD) on their National Executive Committee as Research, CPD and Education Officer.	28.02.18
Barry	Evans	Clinical Lead Nurse	CYPASS	None	N/A	22.02.18
Shanazar	Zaffar	IT Security Manager	Corporate	None	N/A	26.03.18
Heather	Thompson	Temporary worker compliance officer	Corporate	None	N/A	26.03.18
Tobias	Blowers	Temporary Worker Placement officer	Corporate	None	N/A	27.03.18
Mary	Downing	Stroke Nurse	CYPASS			
Christine	Little	Patient Experience Lead	Corporate			
Jamie	Horton	Travel Co-ordinator	Corporate	None	N/A	21.02.18
Ian	Bell	Health Manager	LD	None	N/A	26.02.18
Rachel	Bull		Norwich	None	N/A	22.02.18
Amanda	Drummee	Temporary Worker Placement officer	Corporate	None	N/A	13.03.18
Lucy	de Melo	Temporary Work Placement Officer	Corporate	None	N/A	05.03.18
Leanne	Williamson	Clinical Operations Manager	West	None	N/A	21.02.18
Craig	Boyles		Corporate	None	N/A	26.02.18
Russ	Groves	Project and Service Quality Manager	Corporate	None	N/A	13.03.18
Caroline	Hill	Specialist Support Worker		None	N/A	05.03.18
Jo	Hadley	TB Nurse Specialist and Service Lead		None	N/A	05.03.18
Sara	Fairall	Specialist Speech and Language Therapist	Specialist	None	N/A	08.03.18
Judith	Dixon	Highly Specialist SLT	Specialist	Yes	Volunteer at Norwich Stroke Survivors Group	08.03.18
Janine	Short	Specialist SLT	Specialist	Yes	1. Private practice 2. Husband is a local Personal Injury Solicitor - occasionally his clients are patients at my place of work	09.03.18
		AST Intensive Support Team		None	N/A	12.03.18
Anna	Money	Highly Specialist SLT	Specialist	None	N/A	12.03.18
Naomi	Last	Speech and Language Therapist	Specialist	None	N/A	19.03.18

Appendices explained

Appendix A – monthly declarations made by Board members.

Appendix B – declarations made under the new 2017 Conflicts of Interest Policy.

Appendix C – declarations of interests made under the previous Business Conduct Policy which was replaced by the new Conflicts of Interest Policy (which is aligned to the new national policy guidance).

Appendix D - declarations of gifts and hospitality made under the previous Business Conduct Policy which was replaced by the new Conflicts of Interest Policy.

Appendix – E declarations of commercial sponsorship made under the previous Business Conduct Policy which was replaced by the new Conflicts of Interest Policy.

Appendix F – annual declarations made by “decision making staff” as defined by the Trust’s new Conflict of Interest Policy.