

Trust Board of Directors - Cover Sheet

Subject:	Declaration of Interests Progress Report		Date:	3 rd April 2025	
Prepared By:	Clare Jones, Corporate Secretariat Team Leader				
Approved By:	Sally Brook Shanahan, Director of Corporate Affairs				
Presented By:	Sally Brook Shanahan, Director of Corporate Affairs				
Purpose					
To provide an annual summary of the status of the Trust's Register of Interests and to seek approval for its publication on the Trust's website.				Approval	X
				Assurance	
				Update	
				Consider	
Strategic Objectives					
Provide outstanding care in the best place at the right time	Empower and support our people to be the best they can be	Improve health and wellbeing within our communities	Continuously learn and improve	Sustainable use of resources and estates	Work collaboratively with partners in the community
X					
Principal Risk					
PR1	Significant deterioration in standards of safety and care				X
PR2	Demand that overwhelms capacity				
PR3	Critical shortage of workforce capacity and capability				
PR4	Insufficient financial resources available to support the delivery of services				
PR5	Inability to initiate and implement evidence-based Improvement and innovation				
PR6	Working more closely with local health and care partners does not fully deliver the required benefits				
PR7	Major disruptive incident				
PR8	Failure to deliver sustainable reductions in the Trust's impact on climate change				
Committees/groups where this item has been presented before					
Audit and Assurance Committee – 20 th March 2025					
Acronyms					
ESR – Electronic Staff Record AAC – Audit and Assurance Committee SFHFT – Sherwood Forest Hospitals NHS Foundation Trust					
Executive Summary					
<p>All staff are required to submit an annual declaration of interest if they have an actual or potential conflict. This must be made upon appointment with the Trust and renewed annually on 1st April or at any other time when a conflict or potential conflict arises during their employment. Staff who are Band 7 or above, currently 1235 individuals, who do not have interests to declare are required to submit a nil declaration when they have no interests to declare.</p> <p>As of 24th March 2025, 15 employees within the Trust who are band 7+ remain non-compliant; this is a decrease from 51 employees who were non-compliant in March 2024. Of these employees, one is currently on maternity leave and none are recorded as being off sick for over 90 days which are potential reasons for non-compliance.</p> <p>New starters have been contacted to ask that they complete their declaration of interests. Emails targeting non-compliant staff members at band 7 and above continue to be sent weekly. This is showing clear benefits. Recipients' line managers are automatically copied-in which provides an avenue for additional support to ensure compliance particularly in the context of performance review meetings. The Director of Corporate Affairs continues to send individual targeted</p>					

messages to post holders (other than Consultants) asking them to submit their return and is engaged with the Chief Medical Officer to ensure that Consultants, who are the largest cohort in the non-compliant staff number, receive personal reminders. Overall, the Corporate Secretariat team is driving compliance with disclosure requirements by using a bespoke approach to the remaining non-compliant staff and maximising the benefits of automated reminders.

The table below shows the improvement in the reduction of non-compliance calculated at the end of March each year:

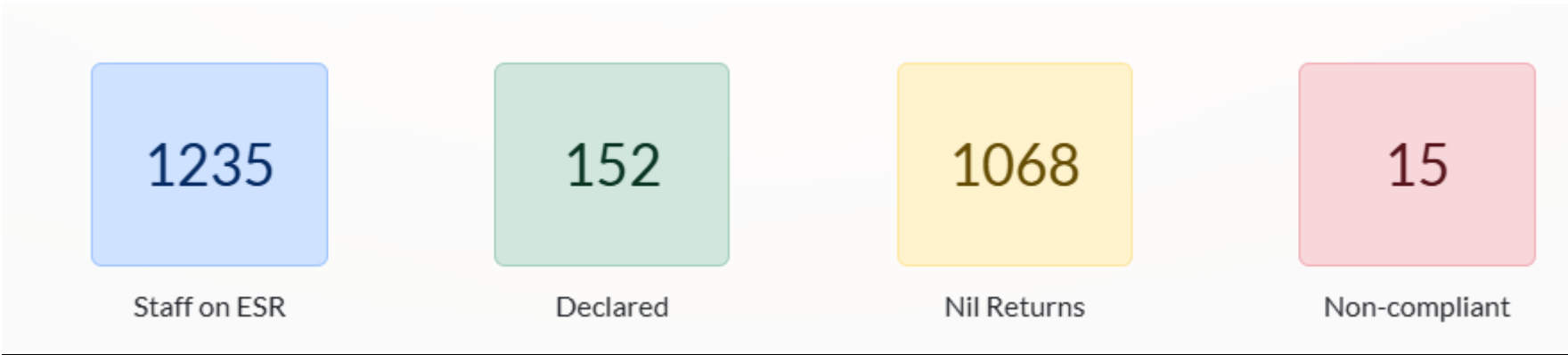
2022/23	96 employees
2023/24	51 employees
2024/25	15 employees

Work in the new reporting year 2025/26 will, at the suggestion of the AAC, focus on the selection of a sample of staff at Band 7+ to verify, using publicly available information including the Companies House and private hospital websites, that their disclosures are accurate. The Director of Corporate Affairs will liaise with the Internal Audit lead to select the roles/individuals and report on the findings to the AAC with the overall objective to build on the improvements to date.

The documents associated with this report are attached.

The Board of Directors is asked to **approve** publication of this report and note the steps being taken and planned to further enhance compliance and accuracy of disclosures made.







Data as of 24th March 2025










Most recent actions taken:

- ➔ Chaser emails have automatically been sent to all non-compliant band 7 and above colleagues. Line managers have been copied into these emails for notification, in hopes they will be able to support colleagues in reaching compliance.
- ➔ Information slide included on the Trust's Orientation Day presentation to capture new starters.

Declaration Compliance Report by Division

Division	  Active Staff	 Declared	 Nil Returns	 Non-compliant Staff	 Staff Compliance (%)
214 Clinical Support, Therapies and Outpatients - L2	233	32	199	2	99.1%
214 Corporate - L2	231	26	204	1	99.6%
214 Medicine Division - L2	216	24	184	8	96.3%
214 MSK - L2	5	2	3	0	100%
214 NHIS - L2	48	3	44	1	97.9%
214 Surgery Division - L2	231	45	183	3	98.7%
214 Urgent & Emergency Care Division - L2	144	6	136	2	98.6%
214 Women & Childrens Division - L2	128	14	114	0	100%

Declaration Compliance Report by Staff Group

Division	  Active Staff	 Declared	 Nil Returns	 Non-compliant Staff	 Staff Compliance (%)	
Add Prof Scientific and Technic	45	7	38	0	100%	
Additional Clinical Services	1	0	1	0	100%	
Administrative and Clerical	226	19	206	1	99.6%	
Allied Health Professionals	119	16	102	1	99.2%	
Healthcare Scientists	62	7	55	0	100%	
Medical and Dental	390	78	298	14	96.4%	
Nursing and Midwifery Registered	394	25	368	1	99.7%	