

<p><b>NHS 24 BOARD MEETING</b></p> <p style="text-align: right;"><b>22 APRIL 2021 ITEM NO 9.5 FOR ASSURANCE</b></p> <p style="text-align: center;"><b>GIFTS AND HOSPITALITY REGISTER</b></p>	
<b>Executive Sponsor:</b>	<b>Interim Director of Service Development</b>
<b>Lead Officer/Author:</b>	<b>Board Governance Officer</b>
<b>Action Required</b>	The Register is presented to the Board for assurance and noting.
<b>Key Points</b>	The paper provides the Board with an overview of the gifts and hospitality registered by Board Members and NHS 24 staff since April 2020. This information is included within the Corporate Governance Activity Report which is presented to each Audit and Risk Committee.
<b>Date presented to EMT and relevant Committee</b>	This paper is for Board assurance only and not required to go through EMT or Committees.
<b>Summary of key discussion points/actions arising from respective Committees</b>	This paper is for Board assurance only and not required to go through EMT or Committees.
<b>Strategic alignment and link to overarching NHS Scotland priorities and strategies</b>	The Board, as part of its wider corporate role in reviewing governance arrangements and reporting procedures, incorporates consideration of the performance of the organisation against the NHS 24 Strategy, 2020 Vision and National Health and Social Care Delivery plan on an ongoing basis.
<b>Key Risks</b>	There are no key risks associated with this process.
<b>Financial Implications</b>	There are no financial implications associated with this process.
<b>Equality and Diversity</b>	The Board supports NHS 24 in meeting its duties with regard to equality and patient engagement.

## **1. RECOMMENDATION**

- 1.1 The Board is asked to note the Gifts and Hospitality Register which was previously submitted to the Board in April 2020.
- 1.2 To ensure the ongoing accuracy of the Gifts and Hospitality Register, staff are required to advise the Board Governance Officer of any gifts or hospitality offered in line with the policy. The provision of the policy shall be held to apply to all staff, Board Members and secondees of NHS 24. There is no seniority threshold.

## **2. TIMING**

- 2.1 An annual review is undertaken by the Board Governance Officer and presented to the Board for assurance.

## **3. BACKGROUND**

- 3.1 In meeting the requirements of the NHS 24 Gifts and Hospitality Policy and Code of Conduct, it is the responsibility of each individual staff member of the Board of NHS 24 to submit accurate information in a timely manner.

## **4. NEXT STEPS**

- 4.1 Reference to the Gifts and Hospitality Register the NHS 24 Annual Report and Accounts.

NHS 24 - GREEN

Gifts and Hospitality Register 2020/21

2020/21					
Name	Position	Nature of Hospitality/Gift	Organisation	Venue	Date
Sara McLaughlin	<a href="#">Macmillan Senior Project Manager</a>	£50 Amazon Gift Card for SDD Team	Digifest	N/A	29.1.21
John Gebbie	Director of Finance	2 x Rugby Virtual Events (5 attendees per event)	BT	Virtual Event/No Value	4.3.21