

NHS 24 BOARD MEETING		28 APRIL 2022 ITEM NO 11.2 FOR ASSURANCE	
GIFTS AND HOSPITALITY REGISTER			
Executive Sponsor:	Chair / Director of Finance		
Lead Officer/Author:	Senior Executive PA		
Action Required	The Gifts and Hospitality Register for 2021/22 is presented to the Board for assurance.		
Key Points	The paper provides the Board with an overview of the gifts and hospitality registered by Board Members and NHS 24 staff since April 2021. This information is included within the Corporate Governance Activity Report which is presented to each Audit and Risk Committee.		
Date presented to EMT and relevant Committee	This paper is for Board assurance only and not subject to EMT or Committee approval.		
Summary of key discussion points/actions arising from respective Committees	This paper is for Board assurance only and not subject to EMT or Committee approval.		
Strategic alignment and link to overarching NHS Scotland priorities and strategies	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.		
Key Risks	There are no key risks associated with this process.		
Financial Implications	There are no financial implications associated with this process.		
Equality and Diversity	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 for 2021/22 for assurance.
- 1.2 To ensure the ongoing accuracy of the Gifts and Hospitality Register, all NHS 24 staff are required to advise the Board Secretariat 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 A review of the register is undertaken by the Board Secretariat on an annual basis and is 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 NHS 24 to submit accurate information in a timely manner.

4. NEXT STEPS

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