

### Conflicts of Interest Guardian Log

| Date Raised                  | Summary of Case   | Summary of Concerns  | Actions Taken  |
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| 5 <sup>th</sup> August 2020  | Authorisation of secondary employment required whereby CCG Urgent Care Lead holds a bank contract with South West Ambulance Foundation Trust (SWFT) | <ul style="list-style-type: none"> <li>Ensuring separation of roles and that this does not adversely impact upon substantive appointment with the CCG</li> </ul> | Communication issued outlining that: <ul style="list-style-type: none"> <li>Ensure online Conflicts of Interest training is completed as a priority, if not done so already</li> <li>Keep declaration up to date and if any circumstances or the nature of the role changes, to notify the CCG immediately. Nonetheless, if nothing changes, requested that declaration is reviewed on a six-monthly basis</li> <li>Proactively declare connection to SWFT in any meetings or circumstances where SWFT contract or performance are discussed</li> <li>To not participate in any discussions about funding or contract matters related to SWFT</li> </ul> |
| 10 <sup>th</sup> August 2020 | Authorisation of secondary employment required whereby CCG CHC Nurse Coordinator periodically pursues care home agency work                         | <ul style="list-style-type: none"> <li>Ensuring separation of roles and that this does not adversely impact upon substantive appointment with the CCG</li> </ul> | Communication issued outlining that: <ul style="list-style-type: none"> <li>Ensure online Conflicts of Interest training is completed as a priority, if not done so already</li> <li>Keep declaration up to date and if any circumstances or the nature of the agency work changes, to notify the CCG immediately. Nonetheless, if nothing changes, requested that declaration is reviewed on a six-monthly basis</li> </ul>   |

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| <p>2<sup>nd</sup> December 2020</p>  | <p>Consideration of whether Elected GB GP Lead could continue as regular attendee of Primary Care Commissioning Committee (PCCC), in light of declared interest pertaining to spouse's directorship at SW Healthcare</p>                    | <ul style="list-style-type: none"> <li>• Consideration of whether individual could reasonably continue in this role with the PCCC, in light of materiality of newly declared interest</li> </ul> | <p>Following review and dialogue with the CoI Guardian, it was decided that:</p> <ul style="list-style-type: none"> <li>• Individual to be stood down from the PCCC due to the materiality of the declared conflict and challenges in adequately mitigating this</li> <li>• Identification and appointment of another non conflicted clinician to this role as regular attendee of the committee</li> </ul> |
| <p>5<sup>th</sup> February 2021</p>  | <p>Authorisation of secondary employment required whereby CCG Business Support Assistant is undertaking a fixed term, weekend role with Vaccination UK</p>  | <ul style="list-style-type: none"> <li>• Ensuring separation of roles and that this does not adversely impact upon substantive appointment with the CCG</li> </ul>                               | <p>Communication issued outlining that:</p> <ul style="list-style-type: none"> <li>• Approval obtained to proceed, but to maintain ongoing dialogue with manager to ensure this arrangement does not adversely impact upon role with the CCG and individual wellbeing</li> </ul>  |
| <p>17<sup>th</sup> February 2021</p> | <p>Authorisation of secondary employment required whereby CCG Designated Clinical Officer for SEND is undertaking residual work for Worcestershire Health and Care Trust, as well as being an advisor for Midlands Occupational Therapy</p> | <ul style="list-style-type: none"> <li>• Ensuring separation of roles and that this does not adversely impact upon substantive appointment with the CCG</li> </ul>                               | <p>Communication issued outlining that:</p> <ul style="list-style-type: none"> <li>• The individual must undertake this work on their non-working day, this work must not interfere with their CCG role and to consult their manager if anything changes</li> <li>• Keep declaration up to date and if any circumstances or the nature of the role changes, to notify the CCG immediately.</li> </ul>       |

[Title]

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| 8 <sup>th</sup> March 2021 | Authorisation of secondary employment required whereby CCG Infection Prevention & Control Nurse is undertaking employment with Worcestershire Acute Hospitals Trust (WAHT) | <ul style="list-style-type: none"><li>• Ensuring separation of roles and that this does not adversely impact upon substantive appointment with the CCG</li></ul> | Following review and dialogue with the Col Guardian, it was decided that no further action was needed beyond recording. |
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