

Conflicts of Interest indicator: Part one (annual assessment)

Name of CCG: Aylesbury Vale/Chiltern Date: April 2017

Conflicts of Interest Annual Assessment		
Requirements	Please complete	Additional comments <i>(If non-compliant in any areas, please outline the reasons why, the planned actions and any support needed from NHS England)</i>
The CCG has a clear policy for the management of conflicts of interest (in line with the <i>statutory guidance on managing conflicts of interest for CCGs</i>) and the policy includes a robust process for the management of breaches.	Y / N	Revised Conflicts of Interest Policy approved by CCG's Audit Committee 28/09/16 and ratified by Governing Body 13/10/16. Section 11 refers to management of breaches.
The CCG has a minimum of three lay members. Please confirm the: <ul style="list-style-type: none"> Number of CCG lay members: Number of days per month all CCG lay members are employed: 	Y / N	Two lay members are the respective Audit Committee chairs for each CCG, with a further three shared lay members who are members of the Governing Bodies meetings in common. There is an additional lay member who is not a member of the Governing Bodies. These are all non-clinical and this figure excludes the Registered Nurse and Secondary Care Doctor. In terms of number of days per month, this breaks down as: Aylesbury Vale: 5.875 Chiltern: 6.875 This is on the basis that the Chiltern Audit chair is currently engaged for an additional day per month than the Aylesbury Vale Audit Chair (historic and reflective of larger demographic footprint)
	6	
	12.75	
The CCG Audit Chair has taken on the role of the Conflicts of Interest Guardian, supported	Y / N	Both Audit chairs were appointed in 2016.

<p>by a senior CCG manager(s).</p>		<p>Evidence from Governing Body seminar minutes 21/07/2016:</p> <p>Conflict of Interest Guardians: Robert Parkes noted Audit Committee discussed and recommended at its meeting on 14/07/2016 the appointment of Audit Committee chairs Tony Dixon (Chiltern) and Robert Parkes (Aylesbury Vale) as conflict of interest guardians. The Governing Body approved and ratified the appointments.</p>
<p>From April 2017/18, 100% of staff have been offered the mandatory training and a minimum of 90% of CCG staff have completed the mandatory online conflicts of interest training (at the relevant level) by 31 January each year.</p>	<p>Y / N</p>	<p>Not applicable yet as refers to 2017/18 and training module has not yet been published.</p>