

Amendment #	Section	Page number	Paragraph	Version 1.0 wording	Version 1.1 wording	Rationale for change
1	Section 9. Procurement of Goods and Services	46	9.72	Any member of staff receiving such an offer will notify his line manager as soon as is practicable. Visits, at suppliers' expense, to inspect equipment etc. must not be undertaken without the prior approval of the Chief Executive in accordance with guidance contained in the Standards of Business Conduct	Any member of staff receiving such an offer will notify <b>their</b> line manager as soon as is practicable. Visits, at suppliers' expense, to inspect equipment etc. must not be undertaken without the prior approval of the Chief Executive in accordance with guidance contained in the Standards of Business Conduct	Gender Neutral Language
2	Section 9. Procurement of Goods and Services	47	9.73	Any Board Member or member of staff concerned with specifying or budget approval or external commitment authority, who has a pecuniary or other interest with any particular tenderer or any incumbent contractor will declare his interest in writing to the Chief Executive or his nominated delegate.	Any Board Member or member of staff concerned with specifying or budget approval or external commitment authority, who has a pecuniary or other interest with any particular tenderer or any incumbent contractor will declare <b>their</b> interest in writing to the Chief Executive or his nominated delegate.	Gender Neutral Language
3	Section 9. Procurement of Goods and Services	42	9.40.3	Where the estimated expenditure is greater than £5,000 (excluding VAT) but less than £50,000 (including VAT) and is not a routine product or service, Budget holders under the scheme of delegation should follow the following process	Where the estimated expenditure is greater than £5,000 ( <b>including</b> VAT) but less than £50,000 (including VAT) and is not a routine product or service, Budget holders under the scheme of delegation should follow the following process	Clarity on thresholds and internal consistency within the document.
4	Section 22. Banking, Investing and Borrowing Arrangements	88	22.8	All funds should be held in accounts in the name of NHS Grampian, NHS Grampian Patient Funds or for project bank accounts, NHS Grampian and the main contractor or NHS Grampian Endowment Fund (the legal name of NHS Grampian Charity).	All funds should be held in accounts in the name of NHS Grampian, NHS Grampian Patient Funds or for project bank accounts, NHS Grampian and the main contractor or <b>Grampian Health Board Endowment Funds (NHS Grampian)</b> (the legal name of NHS Grampian Charity).	Clarity to legal name for NHSG Charity, rather than previous operational name.
5	Section 12: Subsidies & Grants	61	12.5	Grants / Subsidies must be awarded on written terms and conditions, letter inclusive of monitoring arrangements approved by the Director of Finance, through an award. The individual making the award will be responsible for ensuring ongoing monitoring of compliance with the terms and conditions.	Grants / Subsidies must be awarded on written terms and conditions, inclusive of monitoring arrangements approved by the Director of Finance, through an award <b>letter</b> . The individual making the award will be responsible for ensuring ongoing monitoring of compliance with the terms and conditions.	Clarity on what format grants / subsidies are to be awarded.
6	Section 2: Standards of Business Conduct	12	2.16	Completed disclosure forms should be sent to the Board Secretariat at the following e-mail address: gram.corporateregister@nhs.scot.	Completed disclosure forms should be sent to <del>the Board Secretariat</del> at the following e-mail address: gram.corporateregister@nhs.scot.	Removal of reference to Board Secretariat, as the register is maintained by the executive function unit.
7	Section 17: Condemnations, Losses and Special Payments	76	17.13	The limits delegated to the board for approval of losses and special payments are set out under CEL 10 (2010) in Annex 1 below.	The limits delegated to the board for approval of losses and special payments are set out under CEL 10 (2010) <b>in Annex 1 below</b> .	Removal of reference to annex not included in document
8	Section 17: Condemnations, Losses and Special Payments	76	17.14	For losses in excess of £10K	For losses in excess of <b>£5K</b>	Correction of limit to align with OSD, £10k remains in OSD
9	Section 9: Procurement of Products and Services	44	9.51	Value of Tender <b>waiver</b> > £5,000 up to £100,000	Value of Tender waiver > <b>£510,000</b> up to £100,000	Volume of work associated with £5-£10k requirements when there is very limited benefit as it is not often the case that there is any alternative, most are clinical requirements