

BIELD

BOARD	Agenda Item 9(ii)
26 May 2022	

Declarations of Interest Annual Report	
Status:	OPEN

Report Author:	Clare Beesley Governance Manager
Contact Details:	c.beesley@biel.d.co.uk 0131-273-4004
Responsible Director:	Lynne Douglas

Purpose:	For Information
-----------------	------------------------

Executive Summary

In accordance with a previous recommendation from the Governance Review Group, it was agreed that the Board would receive an Annual Report on Benefits and Declarations of Interests, relating to Senior Staff and Board and Committee Members.

The analysis of these declarations is included within the attached paper.

Recommendations

The Board of Management is asked to note the Annual Report on Declarations of Interest.

Implications	
Relevant Regulatory Standards	None
Relevance to Business Strategy	None
Financial	None
People	None
Risk	The paper highlights areas where risks could arise as they relate to the wider interests of Committee/Board members and senior staff
Customer Implications	None
Equality Impact Analysis	None
Health & Safety	None

In accordance with a previous recommendation from the Governance Review Group, it was agreed that the Board would receive an Annual Report on Benefits and Declarations of Interests, relating to Senior Staff and Board and Committee Members.

As members are aware, steps were taken previously to enhance monitoring of Declarations of Interest by introducing a standing agenda item at all Committee, Board and Senior Management Team meetings and the extension of the forms relating to Register of Interests to cover all staff of Grade 2 and above.

Members of the Board, Committees, Senior Management Team and Senior Staff (Grades 1 & 2) are required to complete a form relating to Members' Interests annually and return these to the Chief Executive's Office. The forms are then checked and signed off by the Chair of Bield. The forms contain information on the following;

- A Position of Public Responsibility;
- B Membership of other Housing Associations or Voluntary Organisations and
- C Directorships;
- D Declaration as to whether the staff/committee member has influence or exercises control directly or indirectly over another organisation which has transacted with Bield over the 12 months to 31 March 2022;
- E Declaration as to whether the staff/committee member has a member of "their family or close relative" who has influence or control directly or indirectly over another organisation which has transacted with Bield over the 12 months to 31 March 2022;
- F Declaration as to whether the staff/committee member has any other interest (financial, business or personal) that they consider conflicts or has the potential to conflict with the interests of Bield;
- G In the 12 months to 31 March 2022 has the staff/committee member received any gift, favours or hospitality in their capacity as staff/committee member;
- H Are staff/committee members aware of any close relatives who are councillors for or employed in a senior position by any Scottish Local Authority (this was introduced in March 2009 to assist with information required in respect of Local Authority Tenders).

The completed forms to 31 March 2022 have been verified and signed by Lesley Holdsworth, Chair of Bield and are summarised as follows:-

Board and Committee Members

- A One member held a position of public responsibility;
- B Six members held membership of another housing association (0) or of a voluntary organisation (6);
- C Five members held directorships of a company;
- D No member has influence or exercises control directly or indirectly over another organisation which has transacted with Bield over the 12 months;
- E No member has declared that he/she has a relative /close family member

- who has influence or control over another organisation which has transacted with Bield over the past 12 months;
- F One has declared any other interest (financial, business or personal) that they consider conflicts or has the potential to conflict with the interests of Bield;
 - G No member received a gift, favour or hospitality in their capacity as Board/Committee member;
 - H No member has a close relative who is a councillor for or employed in a senior position by any Scottish Local Authority.

None of the declarations above is considered to have constituted a conflict of interest during the year to 31 March 2022.

*Staff – Senior Management Team and Grades 1 & 2 **

- A No member held a position of public responsibility;
- B Three staff members were members of another housing association (1) or of a voluntary organisation (2);
- C Three staff members held directorships of companies (2 non-executive);
- D No staff members have influence or exercises control directly or indirectly over another organisation which has transacted with Bield over the 12 months;
- E No staff member declared that they have a relative /close family member who has influence or control over another organisation which has transacted with Bield over the past 12 months;
- F No staff members have declared any other interest (financial, business or personal) that they consider conflicts or has the potential to conflict with the interests of Bield;
- G No staff member within the Senior Management Team and grades 1 & 2 staff have recorded a gift within the past 12 months (all in accordance with Bield's Code of Conduct for staff);
- H No staff member was aware of a close relative who is a Councillor for or is employed in a senior position by a Scottish Local Authority.

None of the declarations above is considered to have constituted a conflict of interest during the year to 31 March 2022.

** Please note that, due to a long term staff absence, there is data from one return not included in this report.*

Board and Committee Meetings

During the course of the past 12 months a total of 14 meetings have been held of the Board/Committees of the Board with two declarations of interest being recorded in respect of Board members at Board meetings. In this case, no member played a part in the discussions or decision making.

In respect of the People & Staff Governance Committee and the Audit & Risk

Committee, there were no declarations of interest by a committee member.

No declarations of interest were made by Senior Management Team members at Board Meetings, Audit & Risk Committee Meetings and People & Staff Governance Committee Meetings.

Senior Management Team

Twelve routine meetings of the Senior Management Team took place during the year.

No declarations of interest were recorded by members of the Senior Management Team.

Recommendations

The Board of Management is asked to note the Annual Report on Declarations of Interest.

Supporting Papers (available in Resources Area of Diligent)
None