

## REGISTER OF MEMBERS' INTERESTS

### The Ethical Standards in Public Life etc. (Scotland) Act 2000 (Register of Interests) Regulations 2003

*Last updated – 10 November 2020*

I, SHONA MCFARLANE, a member of Aberdeen City Health and Social Care Integration Joint Board give notice that I have set out in the attached form, my interests as required to be declared under the Ethical Standards in Public Life etc. (Scotland) Act 2000 (Register of Interests) Regulations 2003. I have also ensured that where I have no applicable interest I have stated "none" in the relevant section(s).

**I further understand that it is my responsibility to notify the Standards Officer, in writing, of any applicable change(s) in circumstances within one month of that/those change(s) occurring, and to update this register at least every 12 months.**

**Please complete this form in conjunction with reading the relevant paragraphs as detailed at each section (extracted from the Model Code) together with the list of definitions included within the register. Please note the paragraph numbering relates to the sequence within the Code.**

**If you have any doubts as to whether or not you should declare a particular interest, it is wiser to supply the information rather than omit something which you should have declared.**

**If you would like assistance with completing this form, please contact:**

**Jennifer Lawson – Tel: 01224 523581; Email: [JeLawson@aberdeencity.gov.uk](mailto:JeLawson@aberdeencity.gov.uk) or  
Derek Jamieson – Tel: 01224 523057; Email: [DerJamieson@AberdeenCity.gov.uk](mailto:DerJamieson@AberdeenCity.gov.uk)**

(The paragraph numbering refers to the relevant sections of the Code, which have been included to help you complete this register.)

#### **SECTION 4: REGISTRATION OF INTERESTS**

4.1 The following paragraphs set out the kinds of interests, financial and otherwise which you have to register. These are called "Registerable Interests". You must, at all times, ensure that these interests are registered, when you are appointed and whenever your circumstances change in such a way as to require change or an addition to your entry in the body's Register. It is your duty to ensure any changes in circumstances are reported within one month of them changing.

4.2 The Regulations\* as amended describe the detail and timescale for registering interests. It is your personal responsibility to comply with these regulations and you should review regularly and at least once a year your personal circumstances. **Annex B** contains key definitions and explanatory notes to help you decide what is required when registering your interests under any particular category. The interests which require to be registered are those set out in the following paragraphs and relate to you. It is not necessary to register the interests of your spouse or cohabitee.

## Category One: Remuneration

4.3 You have a Registerable Interest where you receive remuneration by virtue of being:

- employed;
- self-employed;
- the holder of an office;
- a director of an undertaking;
- a partner in a firm; or
- undertaking a trade, profession or vocation, or other work.

4.4 In relation to 4.3 above, the amount of remuneration does not require to be registered and remuneration received as a member does not have to be registered.

4.5 If a position is not remunerated it does not need to be registered under this category. However, unremunerated directorships may need to be registered under category two, "Related Undertakings".

4.6 If you receive any allowances in relation to membership of any organisation, the fact that you receive such an allowance must be registered.

4.7 When registering employment, you must give the name of the employer, the nature of its business, and the nature of the post held in the organisation.

4.8 When registering self-employment, you must provide the name and give details of the nature of the business. When registering an interest in a partnership, you must give the name of the partnership and the nature of its business.

4.9 Where you undertake a trade, profession or vocation, or any other work, the detail to be given is the nature of the work and its regularity. For example, if you write for a newspaper, you must give the name of the publication, and the frequency of articles for which you are paid.

4.10 When registering a directorship, it is necessary to provide the registered name of the undertaking in which the directorship is held and the nature of its business.

4.11 Registration of a pension is not required as this falls outside the scope of the category.

\* SSI - *The Ethical Standards in Public Life etc. (Scotland) Act 2000 (Register of Interests) Regulations 2003 Number 135, as amended*

(a) Give particulars of all paid employment specifying name(s) of employer(s), nature of business and title(s) of position(s) held. If self-employed give name and nature of business.

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MARCH 2022

(b) If you are a partner in a business give name of partnership and nature of its business.

(c) Give details of any office/membership held by you (outwith The Integration Joint Board) for which you receive payment – eg Trade Union or professional body. (Do not include any office/membership for which you do not receive remuneration, this is dealt with at Section 7).

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(d) Give details of any directorship(s) held by you (as specified at 4.10 above).

(e) Give details of other paid work (as specified at 4.9 above).

#### **Category Two: Related Undertakings**

4.12 You must register any directorships held which are themselves not remunerated but where the company (or other undertaking) in question is a subsidiary of, or a parent of, a company (or other undertaking) in which you hold a remunerated directorship.

4.13 You must register the name of the subsidiary or parent company or other undertaking and the nature of its business, and its relationship to the company or other undertaking in which you are a director and from which you receive remuneration.

4.14 The situations to which the above paragraphs apply are as follows:

- i. you are a director of a board of an undertaking and receive remuneration declared under category one – and
- ii. you are a director of a parent or subsidiary undertaking but do not receive remuneration in that capacity.

**Give details of any directorships held by you, as specified above.**

#### **Category Three: Contracts**

4.15 You have a registerable interest where you (or a firm in which you are a partner, or an undertaking in which you are a director or in which you have shares of a value as described in paragraph 4.19 below) have made a contract with the public body of which you are a member:

- i. under which goods or services are to be provided, or works are to be executed; and
- ii. which has not been fully discharged.

4.16 You must register a description of the contract, including its duration, but excluding the consideration.

**Give details, as specified above, in relation to contracts with The Integration Joint Board which have not been fully discharged, including description of that/those contract(s) and duration.**

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#### **Category Four: Houses, Land and Buildings**

4.17 You have a registerable interest where you own or have any other right or interest in houses, land and buildings, which may be significant to, of relevance to, or bear upon, the work and operation of the body to which you are appointed.

4.18 The test to be applied when considering appropriateness of registration is to ask whether a member of the public acting reasonably might consider any interests in houses, land and buildings could potentially affect your responsibilities to the organisation to which you are appointed and to the public, or could influence your actions, speeches or decision making.

**Give details of houses, land and buildings as specified above (addresses are not required).**

#### **Category Five: Interest in Shares and Securities**

4.19 You have a registerable interest where you have an interest in shares comprised in the share capital of a company or other body which may be significant to, of relevance to, or bear upon, the work and operation of (a) the body to which you are appointed and (b) the nominal value of the shares is:

- i. greater than 1% of the issued share capital of the company or other body; or
- ii. greater than £25,000.

Where you are required to register the interest, you should provide the registered name of the company in which you hold shares; the amount or value of the shares does not have to be registered.

**Give details of any shares and securities held by you as specified above.**

#### **Category Six: Gifts and Hospitality**

(The paragraph numbering refers to the relevant sections of the Code, which have been included to help you complete this register.)

3.5 You must not accept any offer by way of gift or hospitality which could give rise to real or substantive personal gain or a reasonable suspicion of influence on your part to show favour, or disadvantage, to any individual or organisation. You should also consider whether there may be any reasonable perception that any gift received by your spouse or cohabitee or by any company in which you have a controlling interest, or by a partnership of which you are a partner, can or would influence your judgement. The term "gift" includes benefits such as relief from indebtedness, loan concessions or provision of services at a cost below that generally charged to members of the public.

3.6 You must never ask for gifts or hospitality.

3.7 You are personally responsible for all decisions connected with the offer or acceptance of

gifts or hospitality offered to you and for avoiding the risk of damage to public confidence in your public body. As a general guide, it is usually appropriate to refuse offers except:

- a) isolated gifts of a trivial character, the value of which must not exceed £50;
- b) normal hospitality associated with your duties and which would reasonably be regarded as appropriate; or
- c) gifts received on behalf of the public body.

3.8 You must not accept any offer of a gift or hospitality from any individual or organisation which stands to gain or benefit from a decision your body may be involved in determining, or who is seeking to do business with your organisation, and which a person might reasonably consider could have a bearing on your judgement. If you are making a visit in your capacity as a member of your public body then, as a general rule, you should ensure that your body pays for the cost of the visit.

3.9 You must not accept repeated hospitality or repeated gifts from the same source.

3.10 Members of devolved public bodies should familiarise themselves with the terms of the Bribery Act 2010 which provides for offences of bribing another person and offences relating to being bribed.

(Within the Code, guidance on gifts and hospitality is continued at paragraph 4.21)

4.20 You must register the details of any gifts or hospitality received within your current term of office. This record will be available for public inspection. It is not however necessary to record any gifts or hospitality as described in paragraph 3.7 (a) to (c) of this Model Code.

**Give details of any gifts or hospitality received by you as specified above.**

**GIFTS/HOSPITALITY RECEIVED**

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Received From	Date	Short Description of gift/hospitality	Approximate Value

**Category Seven: Non-Financial Interests**

4.21 You may also have a registerable interest if you have non-financial interests which may be significant to, of relevance to, or bear upon, the work and operation of the body to which you are

appointed. It is important that relevant interests such as membership or holding office in other public bodies, clubs, societies and organisations such as trades unions and voluntary organisations, are registered and described.

4.22 In the context of non-financial interests, the test to be applied when considering appropriateness of registration is to ask whether a member of the public might reasonably think that any non-financial interest could potentially affect your responsibilities to the organisation to which you are appointed and to the public, or could influence your actions, speeches or decision-making.

**Give details of any office/membership held by you (outwith the Integration Joint Board), for which you do not receive remuneration, as specified above.**

**SIGNATURE** 

I understand that it could be construed as a breach of the Model Code of Conduct for Members of Devolved Bodies, in terms of Part 2 of the Ethical Standards in Public Life etc. (Scotland) Act 2000, if I

omit information which ought to be given in this register; or

provide information which is materially false or misleading; or

fail to give further notice in order to update the information given by me in this declaration; or

fail to declare an interest which I acquire after the date of this declaration but which I must declare under the Ethical Standards in Public Life etc. (Scotland) Act 2000 (Register of Interests) Regulations 2003.

Signed: 

Date: 5<sup>th</sup> MAY 2021

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Received by

Signed:

Date:

**ANNEX B**

**DEFINITIONS**

"Chair" includes Board Convener or any person discharging similar functions under alternative decision making structures.

"Code" code of conduct for members of devolved public bodies

"Cohabitee" includes a person, whether of the opposite sex or not, who is living with you in a relationship similar to that of husband and wife.

"Group of companies" has the same meaning as "group" in section 262(1) of the Companies Act 1985. A "group", within s262 (1) of the Companies Act 1985, means a parent undertaking and its subsidiary undertakings.

"Parent Undertaking" is an undertaking in relation to another undertaking, a subsidiary undertaking, if a) it holds a majority of the rights in the undertaking; or b) it is a member of the undertaking and has the right to appoint or remove a majority of its board of directors; or c) it has the right to exercise a dominant influence over the undertaking (i) by virtue of provisions contained in the undertaking's memorandum or articles or (ii) by virtue of a control contract; or d) it is a councillor of the undertaking and controls alone, pursuant to an agreement with other shareholders or councillors, a majority of the rights in the undertaking.

"A person" means a single individual or legal person and includes a group of companies.

"Any person" includes individuals, incorporated and unincorporated bodies, trade unions, charities and voluntary organisations.

"Public body" means a devolved public body listed in Schedule 3 of the Ethical Standards in Public Life etc. (Scotland) Act 2000, as amended.

"Related Undertaking" is a parent or subsidiary company of a principal undertaking of which you are also a director. You will receive remuneration for the principal undertaking though you will not receive remuneration as director of the related undertaking.

"Remuneration" includes any salary, wage, share of profits, fee, expenses, other monetary benefit or benefit in kind. This would include, for example, the provision of a company car or travelling expenses by an employer.

"Spouse" does not include a former spouse or a spouse who is living separately and apart from you.

"Undertaking" means:

- a) a body corporate or partnership; or
- b) an unincorporated association carrying on a trade or business, with or without a view to a profit.