

CLYDEBANK HOUSING ASSOCIATION LTD

TO: Management Committee (29 June 2021) **DATE:** 25.06.2021

FROM: Chief Executive

SUBJECT: **Declaration of Interest/Entitlements, Payments and Benefits/ Gifts and Hospitality Report 2020/21 Item 19 (For Information)**

Purpose of Report

The purpose of the report is for the Management Committee to review the register entries during the year relating to staff and committee declarations of interest, gifts and hospitality received and entitlements, payments and benefits.

Potential impact on tenants and service users/Tenant Consultation requirements

There is no adverse impact on tenants and other service users as a result of information contained in this report.

Value for Money

CHA considers Value for Money in all aspect of its business including: -

- Managing our resources to provide quality services and homes to meet the needs of customers and the local community.
- Delivering the right service at the right time at the right cost.
- Planning for and delivering year on year improvements on our services based on customer priorities.
- Getting the most out of our assets and staff by operating efficiently and effectively.

There are no value for money considerations in relation to the information contained within this report.

Risk

The recording of the information contained within this report is required under the following Policies: -

- 1) Entitlements, Payments and Benefits Policy
- 2) Gifts and Hospitality Policy
- 3) Declaration of Interest Policy

We are part of a sector that has a strong reputation for integrity and accountability to the people we exist to help and to our Regulators. We must ensure that the organisation upholds its reputation and that of the sector. Our people cannot benefit inappropriately from their connection with the organisation. The non-recording and reporting of the information contained within this report in line with the above policies could open up the Association to external scrutiny and could be detrimental to the Association's public and stakeholder reputation.

Legal/constitutional Implications (Reference to Model Rules)

There are no legal implications as a result of the information contained within this report.

Relevant CHA Objectives:

- To manage the houses provided, in a professional and cost effective manner, for the benefit of our local community and the environment.
- To ensure that our resources are adequate to deliver our objectives by investing in our people, demonstrating value for money and through robust procurement practices.
- To promote social inclusion by applying principles of equality and diversity to everything we do.

Relevant SHR Regulatory Standards of Governance and Financial Management

Standard 1

The governing body leads and directs the RSL to achieve good outcomes for its tenants and other service users.

Standard 2

The RSL is open about and accountable for what it does. It understands and takes account of the needs and priorities of its tenants, service users and stakeholders. And its primary focus is the sustainable achievement of these priorities.

Standard 4

The governing body bases its decisions on good quality information and advice and identifies and mitigates risks to the organisation's purpose.

Standard 5

The RSL conducts its affairs with honesty and integrity.

Standard 6

The governing body and senior officers have the skills and knowledge they need to be effective.

The Management Committee will require confirming that the contents of this report and decisions required (if applicable) do not constitute a breach, material or otherwise, of the above Standards and there is no requirement to report a Notifiable Event to the Regulator.

Equalities

No protected group is adversely affected by the proposals, recommendations or updates within this report. Our commitment to equal opportunities and fairness applies irrespective of factors such as race, sex, disability, age, gender reassignment, marriage & civil partnership, pregnancy & maternity, religion or belief and sexual orientation.

Clydebank Housing Association Limited

Annual Report (01 April 2020 to 31 March 2021) – submitted to Management Committee **29 June 2021**

Declaration of Interest/Entitlements, Payments and Benefits/Gifts and Hospitality

Details of gifts recorded in Register during year

Date	Source	Details	Shared corporately (Yes/No)	Permitted (Yes/No) (Cost not exceeding £50)	Register signed by Secretary at date of report (Yes/No)
	No gifts recorded in this period – Covid19 office closure and staff working from home				

The Declaration of Interest Registers for both Staff and Committee are up to date – information below as at 25.06.21

Total number of our people using our contractors during the year - 0

Details of declarations are as follows: -

Staff		
Details	Number	Staff Member
Relative who is a factored owner	1	Joan Craig
Tenant of Clydebank HA	3	Jim Inglis/Ann Doris/Rae Carruthers
Relative of another staff member	4	Rae Carruthers/Ryan Savage Sinead Farrell/Joe Farrell
Relative of Clydebank HA Tenant	1	Joan Craig
Connection with Clydebank HA contractor(s)	1	Joan Craig
Board member of another RSL	1	Melanie Cameron

Management Committee		
Details	Number	Committee Member
Tenant of Clydebank HA	3	Joe O'Donnell/Doris Smith/Kathleen Brown
Relative of Clydebank HA Tenant	3	John Mooney/Grace Daly/Paul Shiach
Staff Member of another RSL	2	Kimberley Tennant (DPHA) and Laura Breeze (West of Scotland HA)
CHA Factored Owner	3	John Hillhouse/Paul Shiach/Grace Daly
Relative of a CHA factored owner(s)	1	Paul Shiach
Public Responsibility (Councillors)	2	John Mooney/Diane Docherty

Gifts given by us to our people

Long service awards – Staff	-	2 (25 Years' Service Award - £100)
Long service awards – Committee	-	0
Staff Retirement Gifts	-	1 (36 Years' Service - £225 retirement gift)

Donations made by our contractors to sponsor/advertise at events

CHA Celebration fund (in lieu of not having an AGM event in 2020)	-	10 Contractors/Consultants = £1,200 in total
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Entitlements, Payments and Benefits Register

None