

Guidance Notes

Remuneration

(i) I will register any work for which I receive, or expect to receive, payment. I have a registrable interest where I receive remuneration by virtue of being:

- a) employed;
- b) self-employed;
- c) the holder of an office;
- d) a director of an undertaking;
- e) a partner in a firm;
- f) appointed or nominated by my public body to another body; or
- g) engaged in a trade, profession or vocation or any other work.

(ii) I understand that in relation to (i) above, the amount of remuneration does not require to be registered. I understand that any remuneration received as a board member of this specific public body does not have to be registered.

(iii) I understand that 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, 'Other Roles'.

(iv) I must register any allowances I receive in relation to membership of any organisation under Category One.

(v) When registering employment as an employee, I must give the full name of the employer, the nature of its business, and the nature of the post I hold in the organisation.

(vi) When registering remuneration from the categories listed in paragraph (i) (b) to (g) above, I must provide the full name and give details of the nature of the business, organisation, undertaking, partnership or other body, as appropriate. I recognise that some other employments may be incompatible with my role as board member of my public body in terms of paragraph 6.7 of the Code.

(vii) Where I otherwise undertake a trade, profession or vocation, or any other work, the detail to be given is the nature of the work and how often it is undertaken.

(viii) When registering a directorship, it is necessary to provide the registered name and registered number of the undertaking in which the directorship is held and provide information about the nature of its business.

(ix) I understand that registration of a pension is not required as this falls outside the scope of the category.

Other Roles

(i) I will register any unremunerated directorships where the body in question is a subsidiary or parent company of an undertaking in which I hold a remunerated directorship.

(ii) I will register the registered name and registered number 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 I am a director and from which I receive remuneration.

Contracts

(i) I have a registerable interest where I (or a firm in which I am a partner, or an undertaking in which I am a director or in which I have shares of a value as described in **Shares and Securities** below) have made a contract with my public body:

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

(ii) I will register a description of the contract, including its duration, but excluding the value.

Election Expenses

(i) If I have been elected to my public body, then I will register a description of, and statement of, any assistance towards election expenses relating to election to my public body.

Houses, Land and Buildings

(i) I have a registrable interest where I 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 my public body.

(ii) I accept that, when deciding whether or not I need to register any interest I have in houses, land or buildings, the test to be applied is whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as being so significant that it could potentially affect my responsibilities to my public body and to the public, or could influence my actions, speeches or decision-making.

Shares and Securities

(i) I have a registerable interest where:

- a) I own or have an interest in more than 1% of the issued share capital of the company or other body; or
- b) Where, at the relevant date, the market value of any shares and securities (in any one specific company or body) that I own or have an interest in is greater than £25,000.

Gifts and Hospitality

(i) I understand the requirements of paragraphs 3.13 to 3.21 of the Code regarding gifts and hospitality. As I will not accept any gifts or hospitality, other than under the limited circumstances allowed, I understand there is no longer the need to register any.

Non-Financial Interests

(i) I may also have other interests and I understand it is equally important that relevant interests such as membership or holding office in other public bodies, companies, clubs, societies and organisations such as trades unions and voluntary organisations, are registered and described. In this context, I understand non-financial interests are those which members of the public with knowledge of the relevant facts might reasonably think could influence my actions, speeches, votes or decision-making in my public body (this includes its Committees and memberships of other organisations to which I have been appointed or nominated by my public body).

Close Family Members

(i) I will register the interests of any close family member who has transactions with my public body or is likely to have transactions or do business with

Register of Interest in respect of: Kirstin Cassells, Non-Executive Board Member

Registered Interest	Description of Interest
Remuneration	<ul style="list-style-type: none"> • Lead Pharmacist: Community Pharmacy, Public Health & Integrated Services NHS Forth Valley • Post graduate tutor, NHS Education for Scotland
Other Roles	N/A
Contracts	N/A
Election Expenses	N/A
Houses, Land and Buildings	N/A
Shares and Securities	N/A
Gifts and Hospitality	N/A
Non-Financial Interests	N/A
Close Family Members	Husband (Neil Cassells) is employed by NHS Forth Valley

Register of Interest in respect of: Robert Clark, Non-Executive Board Member

Registered Interest	Description of Interest
Remuneration	<ul style="list-style-type: none"> • Band 5 Operating department Practitioner • Non-Executive Director remuneration
Other Roles	None
Contracts	None
Election Expenses	None
Houses, Land and Buildings	None
Shares and Securities	None
Gifts and Hospitality	None
Non-Financial Interests	None
Close Family Members	None

Register of Interest in respect of: Fiona Collie, Non-Executive Board Member

Registered Interest	Description of Interest
Remuneration	<ul style="list-style-type: none"> • Elected member of Falkirk Council • Portfolio holder for Falkirk Council administration on Health & Social Care • Employed as Head of Policy & Public Affairs (Scotland & NI), Carers Scotland. This is a charity.
Other Roles	Vice Chair, Falkirk Integrated Joint Board
Contracts	None
Election Expenses	N/A was not elected to NHS Forth Valley but instead nominated by Falkirk Council by virtue of my role as a councillor within this authority.
Houses, Land and Buildings	Joint owner of family home in the area but own no other houses, land or building with the NHS Forth Valley area.
Shares and Securities	None
Gifts and Hospitality	None
Non-Financial Interests	Secretary of the Reinstate Bonnybridge Railway Station Group
Close Family Members	My wife is employed by the Scottish Ambulance Service.

Register of Interest in respect of: Amanda Croft, Interim Chief Executive

Registered Interest	Description of Interest
Remuneration	None
Other Roles	None
Contracts	None
Election Expenses	None
Houses, Land and Buildings	None
Shares and Securities	None
Gifts and Hospitality	None
Non-Financial Interests	None
Close Family Members	None

Register of Interest in respect of: Frances Dodd, Executive Director

Registered Interest	Description of Interest
Remuneration	None
Other Roles	Honorary Professor of Glasgow Caledonian University Business School, this is due to expire in November 2022, however the business school are reviewing it with the intention to extend this, potentially for a further 3-year period. For this role I support the undergraduate Honours programme, lecturing on the NHS as a business. This is a very small commitment of my time and the work up is generally undertaken between work and my own time.
Contracts	Only contract is with NHS Forth Valley in the role of Executive Nurse Director.
Election Expenses	None
Houses, Land and Buildings	Family home, no other properties
Shares and Securities	None
Gifts and Hospitality	None, rules understood.
Non-Financial Interests	I undertake fund raising activities for Kilbryde Hospice in East Kilbride. I am a member of a local Drama group, Studio 32, and promote the activity of Kilbryde Hospice and this club on my public and private social media platforms.
Close Family Members	I have no close family members employed within the Board, my sister is the Clinical Services Director at Kilbryde Hospice in East Kilbride.

Register of Interest in respect of: Martin Fairbairn, Non-Executive Member

Registered Interest	Description of Interest
Remuneration	Self-employed piano teacher (Martin Fairbairn Music) Church Organist (Larbert East Parish Church of Scotland)
Other Roles	None
Contracts	None
Election Expenses	None
Houses, Land and Buildings	None
Shares and Securities	None
Gifts and Hospitality	None
Non-Financial Interests	Member of the Clackmannanshire and Stirling Integration Joint Board.
Close Family Members	My wife, Anne Fairbairn, is employed by NHS Forth Valley in an administrative role.

Register of Interest in respect of: Graham Foster, Executive Director

Registered Interest	Description of Interest
Remuneration	None
Other Roles	Member of the British Medical Association Fellow of the Faculty of Public Health
Contracts	None
Election Expenses	None
Houses, Land and Buildings	None
Shares and Securities	None
Gifts and Hospitality	None
Non-Financial Interests	None
Close Family Members	N/A

Register of Interest in respect of: Wendy Hamilton, Non-Executive Board Member

Registered Interest	Description of Interest
Remuneration	None
Other Roles	<ul style="list-style-type: none"> • Part time as Office Manager for Alison Thewliss MP • Chair of IJB finance and Performance Committee • Champion for Carers in Clackmannanshire • Chair of Locality Planning Network • Chair of Clackmannanshire Social Care Board
Contracts	None
Election Expenses	None
Houses, Land and Buildings	None
Shares and Securities	None
Gifts and Hospitality	None
Non-Financial Interests	<ul style="list-style-type: none"> • Clackmannanshire & Stirling Health and Social Care Partnership (IJB Board Member) • COSLA (Health and Social Care Board Member) • Chair of the Mental Health Transformation Board
Close Family Members	None

Register of Interest in respect of: Gordon Johnston, Non-Executive Board Member

Registered Interest	Description of Interest
Remuneration	<ul style="list-style-type: none"> • Non-executive Board member, Mental Welfare Commission for Scotland • Chair, Mental Health & Wellbeing Standards Working Group (Scottish Government) • Self-employed consultant (Gordon Johnston Consultancy) commissioned by various voluntary organisations and universities • Author (Ringwood Publishing Ltd.)
Other Roles	<ul style="list-style-type: none"> • Director of Bipolar Scotland (Charity - Charity Number SC021705, Company Number 163306) • Director of Voices Of eXperience (VOX) (Charity – Charity Number SC040646, Company Number 361753)
Contracts	None
Election Expenses	None
Houses, Land and Buildings	None
Shares and Securities	None
Gifts and Hospitality	None
Non-Financial Interests	None
Close Family Members	None

Register of Interest in respect of: Stephen McAllister, Non-Executive Board Member

Registered Interest	Description of Interest
Remuneration	<ul style="list-style-type: none"> • NHS Golden Jubilee Non Executive Director • Risk Management Authority Non Executive Director
Other Roles	<ul style="list-style-type: none"> • Trustee Samaritans • Chair Lifelink
Contracts	Provision of Well-being Services Retail Trust
Election Expenses	None
Houses, Land and Buildings	None
Shares and Securities	N/A
Gifts and Hospitality	None
Non-Financial Interests	N/A
Close Family Members	None

Register of Interest in respect of: Michelle McClung, Non-Executive Board Member

Registered Interest	Description of Interest
Remuneration	<ul style="list-style-type: none"> • Strategic Support Services Manager, Education Services, Glasgow City Council. • Non-Executive Board Member, NHS Forth Valley
Other Roles	N/A
Contracts	N/A
Election Expenses	N/A
Houses, Land and Buildings	N/A
Shares and Securities	N/A
Gifts and Hospitality	N/A
Non-Financial Interests	N/A
Close Family Members	N/A

Register of Interest in respect of: Janie McCusker, Chair of NHS Forth Valley

Registered Interest	Description of Interest
Remuneration	Chair, Glasgow Colleges Regional Board
Other Roles	<ul style="list-style-type: none"> • NED, Colleges Scotland • NED, College Development Network
Contracts	None
Election Expenses	None
Houses, Land and Buildings	None
Shares and Securities	None
Gifts and Hospitality	None
Non-Financial Interests	<ul style="list-style-type: none"> • NED, Colleges Scotland • NED, College Development Network
Close Family Members	None

Register of Interest in respect of: Gerry McGarvey, Non-Executive Board Member

Registered Interest	Description of Interest
Remuneration	<ul style="list-style-type: none"> ● Published Works – Occasional ● Invigilation – SQA – Sessional
Other Roles	<ul style="list-style-type: none"> ● Stirling Community Enterprise Ltd (Director) ● Clackmannanshire and Stirling Health and Social Care Partnership (Integration Joint Board) ● Community Planning Partnership Executive Board ● Board Member Mugdock Country Park Management Board ● Board Member of the H&SCP Board ● COSLA Health and Social Care Board ● Central Scotland Valuation Joint Board ● Central Scotland Racial Equality Council ● Forth Valley Housing Association Management Board
Contracts	None
Election Expenses	<ul style="list-style-type: none"> ● £100 - donation from Unison ● £1,013.39 paid by Stirling Constituency Labour Party
Houses, Land and Buildings	<ul style="list-style-type: none"> ● Owner of a non-residential home within the Edinburgh area. ● Joint owner of a residential home within the Stirling area. ● Joint owner of residential home within the County Donegal area in the Republic of Ireland.
Shares and Securities	Shares in The Black Bull Community Pub and Hub
Gifts and Hospitality	None
Non-Financial Interests	<ul style="list-style-type: none"> ● Stirling Constituency Labour Party (member) ● UNISON Union (member) ● Director & Company Secretary of Black Bull Gartmore Hub and Pub Ltd (RS007821) ● Member of Stirling Council Planning & Regulation Panel ● COSLA Health and Social Care Board ● COSLA Community Wellbeing Board
Close Family Members	None

Register of Interest in respect of: Andrew Murray, Executive Director

Registered Interest	Description of Interest
Remuneration	Nil
Other Roles	Nil
Contracts	Nil
Election Expenses	Nil
Houses, Land and Buildings	Nil
Shares and Securities	Nil
Gifts and Hospitality	Nil
Non-Financial Interests	Nil
Close Family Members	Nil

Register of Interest in respect of: Kevin Reith, Interim Director of Human Resources

Registered Interest	Description of Interest
Remuneration	N/A
Other Roles	N/A
Contracts	N/A
Election Expenses	N/A
Houses, Land and Buildings	N/A
Shares and Securities	N/A
Gifts and Hospitality	N/A
Non-Financial Interests	N/A
Close Family Members	N/A

Register of Interest in respect of: Allan Rennie, Vice Chair Non-Executive Board Member

Registered Interest	Description of Interest
Remuneration	Independent Press Standards Organisation (IPSO). Complaints committee.
Other Roles	<ul style="list-style-type: none"> • Honorary Professor of Media Studies, University of Stirling • Scottish Government SLWG on public interest journalism
Contracts	Nil
Election Expenses	Nil
Houses, Land and Buildings	Nil
Shares and Securities	Nil
Gifts and Hospitality	Nil
Non-Financial Interests	Nil
Close Family Members	Nil

Register of Interest in respect of: John Stuart, Non-Executive Board Member

Registered Interest	Description of Interest
Remuneration	Nil
Other Roles	Working part-time (2 days per week) as part of NHS GGC Internal Public Inquiry team.
Contracts	Nil
Election Expenses	Nil
Houses, Land and Buildings	Nil
Shares and Securities	Nil
Gifts and Hospitality	Nil
Non-Financial Interests	Involvement with two registered charities: <ul style="list-style-type: none"> • Revive MS Support Trustee/ Non-Executive Director • Friends of Glasgow Royal Infirmary- Chairman
Close Family Members	Nil of relevance

Register of Interest in respect of: Scott Urquhart, Executive Director

Registered Interest	Description of Interest
Remuneration	Occasional royalties from hobby as a musician.
Other Roles	Nil
Contracts	Nil
Election Expenses	Nil
Houses, Land and Buildings	Nil
Shares and Securities	Nil
Gifts and Hospitality	Nil
Non-Financial Interests	Director (unremunerated) of a local charity, PLUS, that provides support for young people with disabilities.
Close Family Members	Nil