



Staff and Board Members Declaration of Interest Form

The Association has statutory obligations under Schedule 7 of the Housing (Scotland) Act 2001 and must comply with the Code of Practice. The law restricts the payments and benefits that Housing Associations can grant to Board members, Members of the Association, employees, their close relatives or any business trading for profit that these people own or manage.

This form was reviewed in October 2020 and the information requested is relevant to the purposes for which it will be used and complies with the requirements of the Third Data Protection Principle.

General Data Protection Regulations 2018

Individual Members of the Board and Employees are required to provide the information listed below to allow the Register of Interests to be maintained. Thereafter, the Register will be updated annually or when a change of interest is notified. The organisation will treat your personal data in line with our obligations under the current data protection regulations and our own Privacy Policy.

Any information you provide will be used only for the purposes of monitoring Board Member and Employee interests and providing required monitoring information for regulatory purposes. Further information is provided in The Ore Valley Group's [Employee Fair Processing Notice](#).

By signing this form, you agree to your personal information being used for these purposes. All information you provide will be held in secure files. You may ask to see a copy of the information about you held in these files.

Should your membership/employment of/with the Association cease, the information you provide will be retained in accordance with the principles outlined in the [Data Protection & Confidentiality Policy](#) and guidance referred to therein.

Equality

- OVHA (Ore Valley Housing Association) is fully committed to equal opportunities and ensuring equality of treatment for all stakeholders, employees, customers and suppliers without discrimination or prejudice based on an individual's protected characteristics as defined in the Equalities Act as follows: -
 - age
 - disability
 - gender reassignment
 - marriage and civil partnership
 - pregnancy and maternity
 - race
 - religion or belief
 - sex
 - sexual orientation.
- The Association will always seek to follow best practice in order to ensure that the above group needs are understood, considered, and accommodated wherever possible.

Personal Details

Name	
Address	
Postcode	
Job Title or Board Member	
Relationship to any current employee or Board Member of Ore Valley Housing Association or Group.	

NOTE - Throughout this Conflict of Interest form, the term 'The Association' is used to define both Ore Valley Housing Association and all of the Subsidiary companies within the Ore Valley Group.

Goods & Services Register

Please confirm appropriate details provide information if you purchase goods or services from one of our approved contractors or framework agreement partners (**see Appendix 1 for a list of approved contractors and suppliers**):

Relationship with any contractor or consultant currently being used by the Ore Valley Group:	
Position of public responsibility, (e.g. councillor, member of voluntary committee):	
Membership of other Housing Association or Co-Operative:	
Any appointment held with private or public limited companies, either by membership or through their spouse/partner:	
Directorship, (including non-executive), held in private or public limited companies either by membership or through their spouse/partner:	
Shareholdings in companies or organisations, likely to seek or do business with the Ore Valley Group either by membership or through their spouse/partner:	
Membership of a political, campaigning, or other body whose interests and/or activities may affect our work or activities:	
Ownership of, or interest in, property or land in which the Ore Valley Group might have a future development interest either by membership or through their spouse/partner:	

Any other interest, which may be relevant to declare, (e.g. if you or a relative are a tenant of the Ore Valley Group, with details of name and address etc.)	
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Declaration

I declare that I have received a copy of Ore Valley's Conflict of Interest Policy & Procedures dated September 2017 and agree to abide by the terms and conditions contained therein.

Board/Staff Member (* Please delete as appropriate)

Name:

Signature

Date:

Notes

- This Register will be retained by the Corporate Support Team and will be made available for inspection on request
- Changes to the Register must be intimated to the CEO as they occur
- If any Board or staff member is in any doubt as to the materiality of his\her interest, it would be preferable for it to be declared.

Appendix 1 - Contractors, Suppliers, Consultants and Partner Organisations

Contractors	Consultants & Suppliers	Partner Organisations	Other
Rogersons Heating & Plumbing Premier Services Ritchie Builders EPC Scotland Ltd Robertson McGregor C.Gibson Clear View Fife Ltd Shine Fife Aerial Services Stannah Stairlifts Everwarm Ltd. GSP Groundwork Roths Fencing	Bird Simpson & Co Thorntons-Law TC Young LLP Cheine & Tate ECD Architects Lugo IT Services Research Resource F3 Building Surveyors Royal Bank of Scotland Triodos Bank Howdens Insurance Resource Telecom Konica Minolta 8x8 Vodafone/YellowCom HomeMaster	Fife Housing Group Fife Council Glen Housing Association Kingdom Housing Association OV Community Initiatives Ltd. OV Enterprise Ltd. Cardenden Heat and Power Ltd. OV Energy Ltd. OV Heating Ltd.	