

UHI Moray Board of Management Register of Interests

1. Please read the extract from the UHI Moray Board of Management's Code of Conduct included at the end of this Register before completing your entry below.
2. The form must be completed by all new Board members within one month of their appointment to the Board of Management. Any changes to those interests must be registered within one month of those changes having occurred.
3. Please refer to section 5 of the Code of Conduct for advice on the Declaration of Interests.

Name:Melissa Carr.....

Date Submitted:17 August 2022.....

Date of Joining the Board: 23 June 2022.....

I confirm that this information is true and correct.

Signed:M Carr.....

Registerable Interest	Description of Interest	Registered Interest
<p><u>Category One:</u> <u>Remuneration</u> (Please see clauses 4.4 – 4.12 of Code of Conduct appended below)</p>	<p>A description of any work for which you receive remuneration or any allowances by virtue of being:</p> <ul style="list-style-type: none"> • Employed; • Self-employed. • The holder of an office; • A director of an undertaking; • A partner in a firm; • Appointed or nominated by my public body to another body; or • Involved in undertaking a trade, profession, vocation or any other work. <p>Please detail the full name of the employer, the nature of the business and the nature of the post which you hold within the organisation. Where applicable, you may also detail how often any work is undertaken.</p> <p>The amount of remuneration received does <u>not</u> require to be registered.</p> <p><i>Any positions which are not remunerated do not require to be registered under this category; and registration of a pension is not required as it falls outside the scope of this category.</i></p> <p><i>When registering a directorship, you must provide the registered name and number of the undertaking in which the directorship is held and provide information about the nature of its business.</i></p>	<p>Depute President of Education for Highlands and Islands Student Association (HISA) at UHI Moray.</p>

Registerable Interest	Description of Interest	Registered Interest
<u>Category Two: Other Roles</u> (Please see clauses 4.13 – 4.14 below)	A description of any unremunerated directorships where: <ul style="list-style-type: none"> the body in question is a subsidiary or parent company of an undertaking in which I hold a remunerated directorship. Please provide details of the registered name and number of the subsidiary or parent company or other undertaking, 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.	N/A
<u>Category 3: Contracts</u> (Please see clauses 4.15 – 4.16 below)	A description of 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 which is: <ul style="list-style-type: none"> greater than 1% of the issued share capital of the undertaking; or is greater than £25,000 have made a contract with UHI Moray under which goods or services are to be provided, or works are to be executed, and which has not yet been fully discharged. Please provide a description of the contract and its duration but exclude the value.	N/A
<u>Category Four: Election Expenses</u> (Please see clause 4.17 below)	A description of, and statement of, any assistance towards election expenses relating to election to your public body (this is not applicable in the case of the UHI Moray Board of Management).	Not applicable.

Registerable Interest	Description of Interest	Registered Interest
<u>Category Five: Houses, Land and Buildings</u> (Please see clauses 4.18 – 4.19 below)	<p>A description of any rights of ownership or any other interests in houses, land and buildings, which may be significant to, of relevance to, or bear upon, the work or operation of the Board.</p> <p><i>The objective test should be applied when deciding whether any interest should be registered, namely:</i></p> <p><i>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 your responsibilities to your public body and to the public, or could influence your actions, speeches or decision-making.</i></p>	N/A
<u>Category Six: Interest in Shares and Securities</u> (Please see clause 4.20 below)	<p>A description of:</p> <ul style="list-style-type: none"> • Ownership or an interest in more than 1% of the issued share capital of a company or other body; or • Where the market value of any shares and securities (in any one specific company or body) you own or have an interest in is greater than £25,000. 	N/A
<u>Category Seven: Gifts and Hospitality</u> (Please see clause 4.21 below)	<p>Due to the requirements of paragraphs 3.13 to 3.21 of the Code of Conduct for members of the Board of Management of UHI Moray regarding gifts and hospitality, you must not accept gifts or hospitality, other than under the limited circumstances allowed.</p>	

Registerable Interest	Description of Interest	Registered Interest
<u>Category Eight: Non-Financial Interests</u> (Please see clause 4.22 below)	A description of any other relevant interests, such as membership or holding office in: <ul style="list-style-type: none"> • Other public bodies; • Companies; • Clubs; • Societies and organisations such as trade unions and voluntary organisations. <p><i>The objective test should be applied when deciding whether any interest should be registered.</i></p>	N/A
<u>Category Nine: Close Family Members</u> (Please see clause 4.23 below)	A description of any close family member who has or is likely to have transactions or do business with UHI Moray.	N/A

Extract from Code of Conduct for Members of Board of Management of UHI Moray

(Based on Model Code of Conduct for Members of Devolved Public Bodies issued in December 2021)

SECTION 4: REGISTRATION OF INTERESTS

4.1 The following paragraphs set out what I have to register when I am appointed and whenever my circumstances change. The register covers my current term of appointment.

4.2 I understand that regulations made by the Scottish Ministers describe the detail and timescale for registering interests; including a requirement that a board member must register their registrable interests within one month of becoming a board member, and register any changes to those interests within one month of those changes having occurred.

4.3 The interests which I am required to register are those set out in the following paragraphs. Other than as required by paragraph 4.23, I understand it is not necessary to register the interests of my spouse or cohabitee.

Category One: Remuneration

4.4 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.

4.5 I understand that in relation to 4.4 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.

4.6 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".

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

4.8 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.

4.9 When registering remuneration from the categories listed in paragraph 4.4 (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 this Code.

4.10 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.

4.11 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.

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

Category Two: Other Roles

4.13 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.

4.14 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.

Category Three: Contracts

4.15 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 paragraph 4.19 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.

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

Category Four: Election Expenses

4.17 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.

Category Five: Houses, Land and Buildings

4.18 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.

4.19 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.

Category Six: Interest in Shares and Securities

4.20 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.

Category Seven: Gifts and Hospitality

4.21 I understand the requirements of paragraphs 3.13 to 3.21 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.

Category Eight: Non-Financial Interests

4.22 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).

Category Nine: Close Family Members

4.23 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 it.