

REGISTER OF COUNCILLORS' INTERESTS

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

Last updated December 2021

I, **Sarah Duncan**, a member of Aberdeen City Council 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 Head of Legal and Democratic Services, in writing, of any applicable change(s) in circumstances within one month of that/those changes occurring.

Please complete this form in conjunction with reading the relevant paragraphs as detailed at each section (extracted from the Councillors' Code of Conduct) 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.

The register should cover the period commencing from 12 months prior to and including your current term of office.

1 REMUNERATION

4.4 I will register any work for which I receive, or expect to receive, payment or reward. 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 council to another body; or
 - g) engaged in a trade, profession or vocation, or any other work.
- 4.5 I do not have to register any sums I receive in expenses, allowances or remuneration from my council for work I undertake in my capacity as a councillor.
- 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 my 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.
- 4.10 Where I otherwise undertake a trade, profession or vocation, or any other work, I must include information about the nature of the work and how often it is undertaken.
- 4.11 When registering a directorship, I must 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.
- (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.**

Regional Organiser, UNISON Trade Union – Ceased May 2021

Ad hoc employment law consultancy for Navigator (Europe) Ltd

NHS Grampian, Board Secretary – Commenced May 2021

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

None

- (c) Give details of any office/membership held by you (outwith Aberdeen City Council) 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 8).

None

- (d) Give details of any directorship(s) held by you (as specified at 4.11 above).

None

- (e) Give details of other paid work (as specified at 4.10 above).

None

2 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 for which I receive remuneration.

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

None

3 CONTRACTS

4.15 I have a registrable 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 4.20 below) have made a contract with my council:

- 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.

Give details, as specified above, in relation to contracts with Aberdeen City Council which have not been fully discharged, including description of that/those contract(s) and duration.

None

4 ELECTION EXPENSES

4.17 I will register any single donation of more than £50, or any donations from the same source that together amount to more than £50, towards election expenses received by me, or on my behalf within the period commencing from 12 months prior to, and including, my current term of office.

Give details of any assistance received as specified above.

None

5 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 in Scotland, such as being an owner or a tenant, including a council tenant.

4.19 I understand I am only required to provide details of the council ward in which the property is located for the publicly available Register of Interests. I will, however, provide the full address of the property to my council's Monitoring Officer (or their nominee), but understand this will be kept confidential.

Give details of houses, land and buildings as specified above.

6 INTEREST IN SHARES AND SECURITIES

4.20 I have a registrable interest where:

- a) I own or have an interest in more than 1% of the issued share capital of the company or 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.

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

None

7 GIFTS AND HOSPITALITY

4.21 I understand the requirements of paragraphs 3.13 to 3.20 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.

Existing registered gifts and hospitality will remain on the Register, but there is no need to register any further.

GIFTS/HOSPITALITY RECEIVED

Received From	Date	Short Description of gift/hospitality	Approximate Value
Trevor Garlick OBE	25/05/207	Second invitation to the launch of the Capital Appeal for Sue Ryder Dee View Court Neurological Care Centre and private view of the "Don't Write Me Off" photography exhibition on 14/06/17	Accepted / Cost Unknown
Bon Accord Care	31/05/17	Invitation to open SSSC Myth Buster Day at the Beach Ballroom on	Accepted / Unknown

		01/06/17	Representing the Lord Provost
Bon Accord Care	28/08/17	Invitation to the Bon Accord Care Staff Awards Ceremony as a judge followed by a cheese and wine reception in the Town & County Hall on 10/11/17	Accepted / Cost Unknown
Scottish Seniors Alliance	30/08/17	Invitation to attend SSA Conference 2017(attending on behalf of the Council Leader) with lunch at the Mercure Hotel, Glasgow on 04/10/17	Accepted / Cost Unknown
Earth for Life	30/08/17	Invitation to the Branching Out Aberdeen Award Ceremony at Tyrebagger Wood, Aberdeen on 08/09/17	Accepted / Cost Unknown
North East Scotland College	18/09/17	Invitation to Stakeholder Lunch at Gate 63, Aberdeen City Campus on 03/10/17	Accepted / Cost Unknown
Aberdeen and Grampian Chamber of Commerce	18/09/17	Invitation to Northern Star Business Awards at the AECC on 05/10/17	Accepted / Cost Unknown
St Andrews Cathedral	31/10/17	Invitation to Choral Evensong and reception on 5th November at Cathedral Church of St Andrew.	Declined / Cost Unknown
Lord Provost	04/12/17	Invitation to Robert Gordon University Graduations on 6 th December, lunch provided	Accepted / Cost Unknown
Aberdeen Performing Arts	05/12/17	Four complimentary tickets to attend pantomime preview of Aladdin at HMT Aberdeen on 2 nd December 2017	Accepted / Cost Unknown
Aberdeen Harbour Board	12/12/17	Invitation to Aberdeen Harbour Board	Declined / Cost unknown

		Stakeholders Lunch Monday 18th December 2017 at the Marcliffe Hotel.	
St Margaret's School for Girls	12/12/17	Invitation Christmas Carol Service on Thursday 21 December 2017 at Aberdeen Beach Ballroom	Accepted / Cost Unknown Attending on behalf of Lord Provost
C-Change Scotland	16/04/18	Invitation to Being Human conference- Aberdeen on 16 th May 2018 at the Rox Hotel	Accepted / £20 Attending on behalf of Councillor Jenny Laing
Highland Reserve Forces' and Cadets' Association	30/04/18	Invitation to attend NATO naval colleagues aboard HNLMS Mercuur when it visits the port of Aberdeen on 3 rd May 2018.	Accepted / Cost unknown
Culture Aberdeen	04/06/18	Invitation to Look Again Visual Art & Design Festival at Lemon Tree on 14 th June 2018	Accepted / Cost Unknown
Life Changes Trust	27/06/18	Invitation to a Life Changes Trust working lunch on Monday 27 August 2018 at the Doubletree Aberdeen Treetops Hotel	Accepted / Cost Unknown Attending on behalf of Councillor Jenny Laing
Scottish Council for Development and Industry	23/08/18	Invitation to SCDI influencers' dinner on 18 September, 2018 at Douglas Hotel	Accepted / Cost Unknown Attending on behalf of Councillor Jenny Laing
CityFibre	14/09/18	Invitation to attend the launch of the next milestone of Gigabit City Aberdeen on 11 th September 2018. Drinks reception included.	Accepted / Costs unknown

Chest Heart & Stroke Scotland	11/10/18	Invitation to Chest Heart & Stroke Scotland engagement day on 15th November 2018 at Hilton Patio Hotel	Accepted / Cost Unknown Attending on behalf of Councillor Jenny Laing
Vodafone UK	18/10/18	Invitation to Vodafone Gigafast VIP Launch at the Tivoli Theatre on 30 th October 2018. Champagne and canapés included.	Accepted / Cost Unknown
HMT	03/12//18	Invitation to attend a preview of the pantomime Snow White on 1 st December 2018. X4 complimentary tickets.	Declined / Cost unknown
Lochside Academy	11/12/18	Invitation to attend Lochside Academy Christmas Showcase on 12 th December 2018. Refreshments included.	Declined / Cost unknown
Aberdeen Performing Arts	24/01/19	A complementary dinner for 2 at the Music Hall restaurant on 19 th January 2019.	Accepted / £44
SUEZ recycling and recovery UK	24/01/19	Invitation to attend the formal opening of the Tullos recycling plant on 30 th January 2019. Tea, coffee and refreshments will also be served.	Accepted / Cost Unknown
Aberdeen City Health & Social Care Partnership	18/06/19	Invitation to Aberdeen City Health & Social Care Partnership "HEART" awards on the 22 nd February 2019 at the Beach Ballroom. Dinner included	Accepted / Cost Unknown
Robert Gordon university	18/06/19	Invitation to Look Again Festival launch on 6 th June 2019 at the Music Hall	Declined / Cost unknown
Lochside Academy	18/06/19	Invitation to Lochside Academy Awards Ceremony on Tuesday	Accepted / Cost Unknown

		25 th June 2019 at the Music Hall	
Aberdeen City Health & Social Care Partnership	28/06/19	Invitation to Sharing and Learning to Improve' Event on 29th August 2019 10.00-14.00 at the Beach Ballroom. Networking lunch included.	Accepted / Cost Unknown
Henry Boot Developments and Robertson	02/08/19	Invitation (+1) to attend celebration event to mark the completion of TECA on 18 th September 2019. Drinks, dinner, ceilidh and live music included.	Accepted / Cost unknown
Aberdeen Performing Arts	05/09/19	Invitation to attend Northern Star Business Awards on 26 th September 2019 at P&J Live.	Accepted / Cost unknown
Befriend a Child	27/02/2020	Invitation (+1) to the Befriend a Child Annual Ball on 28 th February 2020 at Ardoe House Hotel. Drinks reception, 3 course meal & live entertainment included.	Accepted / Cost unknown

8 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 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 council (this includes its Committees and memberships of other organisations to which I have been appointed or nominated by my council).

Give details of any office/membership held by you (outwith Aberdeen City Council), for which you do not receive remuneration, as specified above.

Member of UNSION Trade Union

Member of Unite Trade Union – Ceased May 2021
Board member Aberdeen Foyer from July 2017 – Ceased May 2021
**Board member Citizens Advice Bureau Aberdeen from October 2017 –
Ceased May 2021**
**Board member Aberdeen Performing Arts from July 2017 – ceased May
2021**
**Trustee Aberdeen International Youth Festival from June 2017 – Ceased
8 December 2017**

9 CLOSE FAMILY MEMBERS

4.23 I will register the interests of any close family member who has transactions with my Council or is likely to have transactions or do business with it.

Give details of any close family member who has transactions with the Council or is likely to have transactions or do business with it

I understand that it could be construed as a breach of the Councillors' Code of Conduct 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

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

Signed: Sarah Duncan

Date: 16th May 2017

Received by

Signed: Roderick MacBeath, Proper Officer

Date: 16th May 2017

DEFINITIONS (extracted from the Code of Conduct)

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.

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.

Election Expenses

means expenses incurred, whether before, during or after the election, on account of, or in respect of, the conduct or management of the election.

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.

Spouse

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

Cohabitee

includes a person, whether of the opposite sex or not, who is living with you in a relationship similar to that of a partner, civil partner or spouse.

Chair

includes Committee Convener or any person discharging similar functions under alternative decision making structures.