



Trustee Eligibility Declaration

Trustee eligibility and responsibility

By completing and signing this form, you declare that you:

- Are willing to act as a trustee of Norton Housing and Support
- Understand Norton Housing and Support's purposes (objects) and rules set out in its governing document
- Are not prevented from acting as a trustee because you:
 - Have an unspent conviction for one or more of the offences listed here ([Listed in appendix 1](#))
 - Have an IVA, debt relief order and/or a bankruptcy order
 - Have been removed as a trustee in England, Scotland or Wales (by the Charity Commission or Office of the Scottish Charity Regulator)
 - Have been removed from being in the management or control of any body in Scotland (under relevant legislation)
 - Have been disqualified by the Charity Commission
 - Are a disqualified company director
 - Are a designated person for the purposes of anti-terrorism legislation
 - Are on the sex offenders register
 - Have been found in contempt of court for making (or causing to be made) a false statement
 - Have been found guilty of disobedience to an order of the Charity Commission

Personal Benefit

If Norton Housing and Support pays (or will pay) any trustee or person connected to them for providing goods and services, you declare that this will:

- Be in Norton Housing and Support's best interest
- Be lawful and authorised
- Help Norton Housing and Support by carrying out its purposes (or to be necessary by-product of it carrying out its purpose)

You also declare that:

- The information you provide to Charity Commission is true, complete and correct
- You understand that it is an offence under section 60(1)(b) of the Charities Act 2011 to knowingly or recklessly provide false or misleading information
- Norton Housing and Support's funds are held (or will be held) in its name in a bank or building society account in England or Wales
- You will comply with your responsibilities as a trustee - these are set out in the Charity Commission guidance 'The essential trustee (CC3)'
- (If applicable) the primary address and residency details you provide in a charity registration application are correct and you will notify the Charity Commission if they change

Name:

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Signature:

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Date:

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APPENDIX

Appendix.1

https://assets.publishing.services.gov.uk/government/uploads/attachment_data/file/673797/Auto_disqualification_table_v1.1.pdf

A. Unspent convictions for specific offences

Legal disqualifying reason	Legislation (where relevant)	Exceptions and notes
1. Unspent conviction for an offence involving dishonesty or deception 2. Unspent conviction for specified terrorism offences 3. Unspent conviction for a specified money laundering offence 4. Unspent conviction for specified bribery offences	There is more information about what is meant by a dishonesty/deception offence at Annex A in the automatic disqualification guide Offences: <ul style="list-style-type: none">to which Part 4 of the Counter-Terrorism Act 2008 applies; orunder sections 13 or 19 of the Terrorism Act 2000 under Part 2 of the Serious Crime Act 2007 (encouraging or assisting) in relation to the offence A money laundering offence within the meaning of section 415 of the Proceeds of Crime Act 2002 An offence under sections 1, 2, 6 or 7 of the Bribery Act 2010	A person is no longer disqualified by the automatic disqualification rules if and when their conviction is spent You can use this guidance from the charity Unlock to work out when your conviction becomes spent, and so no longer disqualifies you from being a charity trustee and from holding certain senior manager positions at a charity You can also look at the Nacro website or at GOV.UK for information about when convictions become spent
5. Unspent conviction for the offence of contravening a Charity Commission Order or Direction	An offence under section 77 of the Charities Act 2011 - contravening a Commission Order or Direction	
6. Unspent conviction for offences of misconduct in public office, perjury, or perverting the course of justice		
7. Unspent convictions for aiding attempting or abetting the above offences	In relation to offences at 1 - 6 above, an offence of: <ul style="list-style-type: none">attempt, conspiracy, or incitement to commit the offenceaiding, or abetting, counselling or procuring the commission of the offenceunder Part 2 of the Serious Crime Act 2007 (encouraging or assisting) in relation to the offence	

B. Other legal disqualifying reasons – non financial

Legal disqualifying reason	Legislation (where relevant)	Exceptions and notes
Being on the sex offenders register	Where a person is subject to notification requirements of Part 2 of the Sexual Offences Act 2003, commonly referred to as being on the sex offenders register	Note - If these notification requirements apply to a person, they are disqualified by the automatic disqualification rules even if their offence is spent
Unspent sanction for contempt of Court	Where a person has been found to be in contempt of court for making, or causing to be made, a false statement or making (or causing to be made) a false statement in a document verified by a statement of truth	A person is no longer disqualified by the automatic disqualification rules if and when the sanction for contempt becomes spent
Disobeying a Commission Order	Where a person has been found guilty of disobedience to an order or direction of the Commission under section 336(1) of the Charities Act 2011	
Being a designated persons (under specific anti-terrorist legislation)	Where a person is a designated person for the purposes of: <ul style="list-style-type: none"> Part 1 of the Terrorist Asset-Freezing etc. Act 2010; or The Al Qaida (Asset Freezing) Regulations 2011 	

b. Other legal disqualifying reasons – non financial (*continued*)

Legal disqualifying reason	Legislation (where relevant)	Exceptions and notes
Being a person who has been removed from a relevant office	Where a person has been removed: <ul style="list-style-type: none"> from the office of charity trustee, officer, agent or employee of a charity by an Order of the Commission under s79 of the Charities Act 2011, or earlier relevant legislation, or by a High Court Order, on the grounds of any misconduct or mismanagement in the administration of the charity under s34(5)(e) of the Charities and Trustee Investment (Scotland) Act 2005, or earlier relevant legislation, from being concerned in the management or control of any body 	
Director disqualification	Where a person is subject to: <ul style="list-style-type: none"> a disqualification Order under the Company Directors Disqualification Act 1986 or The Company Directors Disqualification (Northern Ireland) Order 2002 (SI2002/3150; (N.I.4)); or an Order made under s429(2) of the Insolvency Act 1986 (failure to pay under a County Court administration order) 	Exception There is no disqualification if the court has granted leave for a person to act as director of the charity (as described in section 180 of the Charities Act 2011)

A. Other legal disqualifying reasons - financial

Title	Legislation (where relevant)	<u>Exceptions and notes</u>
Insolvency	<p>Where a person is:</p> <ul style="list-style-type: none"> • an undischarged bankrupt • subject to any of the following: <ul style="list-style-type: none"> ○ an undischarged sequestration Order ○ a bankruptcy restrictions Order ○ an interim Order ○ a moratorium period under a debt relief Order under Part 7A of the Insolvency Act 1986 ○ a debt relief restrictions Order or an interim Order under Schedule 4ZB to the Insolvency Act 1986 <p>Where a person has made a composition or arrangement with, or granted a trust deed for, their creditors and has not been discharged in respect of it</p>	<p>Exception</p> <p>There is no disqualification for these reasons if the charity concerned is a company or CIO and leave has been granted under s11 of the Company Directors Disqualification Act 1986 (undischarged bankrupts) for a person to act as director of the charity (s180 Charities Act 2011)</p>