

Disclosure of a Business Pecuniary Interest Governor/Trustee/Staff

School Name: _____

Full Name: _____

Position Held: _____ Date appointed: _____

For each governor who has served at any point in the last 12 months it is necessary to publish their business and pecuniary interests on the school website in an up-to-date **register of interests**.

The general principle is that no-one should be involved in a decision where his or her personal interests may conflict with those of the Governing Body or, where his or her interest is greater than any other member of the Governing Body. If a person has any business or pecuniary interest in matters discussed they should declare and either withdraw from the meeting during consideration or not vote on any decisions with respect to the matter.

Please complete both sections as appropriate:-

1. I declare that I have a direct or indirect business and pecuniary interest(s) that may conflict with the interests of the governing body in the following areas:

Please enter in each box – if you do not have an interest then please enter 'none'.

Business or Pecuniary Interest	Nature of Interest
Current employment	
Business (as partner or sole trader)	
Company directorship / Charity Trustee	
Membership of professional body, public body or special interest group of which I am a member and decision making position.	
Gifts or hospitality offered to you by external bodies while acting in your position as governor/trustee and whether this was accepted.	
Any other conflict	

2. I declare that my partner and/or my immediate family have a direct or indirect interest in the following companies/organisations/bodies listed below from which may conflict with the interests of the governing body:

Please enter in each box – if you do not have an interest then please enter 'none'.

Name and nature of relationship	Name of Company or Body	Nature of Interest

Signed: _____ Date: _____

Please sign and date the declaration below and return this form to the clerk to governors.

Guidance on Governor Business and Pecuniary Interests

Business interests

A business interest is the involvement of an individual or their immediate family members in any trade or professions that may provide goods or services to the school. This may be as an employee, director or sole trader. In decided whether to declare, the individual should consider how they may be challenged about their decision not to disclose.

All governors, trustees headteachers and staff involved in financial decision must declare their interests. **Where a Governor or member of staff has no business interests, this must be actively declared.** New Governors or members of staff, influencing financial decisions, should be asked to complete a form on joining the relevant Governing Body or school.

Pecuniary interests

Pecuniary interests are not quite the same as business interests and cover a much broader range. These include personal financial interests such as involvement in trust funds, investments and assets such as property. As well as this it may include public bodies and special interest groups, as well conflicts that may arise during the year such as application for jobs or promotions at the school of close family members.

The nature of some of these declarations are such that it is not possible to declare on an annual basis, so all members of the governing body should be aware that they can declare these interests as they arise. Declarations should be made at meetings to the Headteacher, the Chair of Governor or the relevant committee Chair and these should be filed in a register of pecuniary interests.

Register of Business Interests

The governing body must ensure that governors and staff are not involved in activities that might conflict with their role within the school. It is especially important to demonstrate that individuals do not benefit personally from the decisions made by the governors, unless such decisions are made openly and legitimately. **As such the register of interests must be available on the school website.**