

Declaration of Pecuniary and Personal Interest

(Based on National Governor Association Model 2015)

Name:	LISA MEAKIN	School:	OVERDALE INFANT SCHOOL
Position:	TEACHER	Trust:	OAK Multi-Academy Trust

I declare as a staff member with financial responsibility of the above school that I hold the following personal and/or pecuniary interest(s):

Pecuniary interests	Please provide details of the interest
Name of any other employer:	N/A
Position held there:	N/A
Businesses of which I am a partner or sole proprietor (please specify): Nature of business:	N/A
Company directorships – details of all companies of which I am a director: Nature of company:	N/A
Charity trusteeships – details of all companies of which I am a trustee:	N/A
Membership of professional bodies/ membership organisations/public bodies/special interest groups of which I am a member and have a position of general control or management:	N/A
Gifts or hospitality offered to you by external bodies and whether this was declined or accepted in the last 12 months:	N/A
Contracts offered by you for the supply of goods and/or services to the trust/school:	N/A
Any other conflict:	N/A

Personal interests	Name	Relationship to me	Organisation	Nature of the interest
Immediate family/close connections (including a child attending an Oak school)	N/A			
Company directorships or trusteeships of family/close connections	N/A			

If you are a governor or trustee of any other schools and/or academies, please provide details below:

Name of school/academy:

Position held:

Date appointed/elected to post:

Date of termination to post:

To the best of my knowledge the information supplied above is correct and complete. I understand that it is my responsibility to declare any conflict of interest/loyalty, business or personal that relates directly or indirectly, to myself or any relation in any contract, proposed contract or other matter when present at a meeting at the school where such contract or matter comes under consideration. I understand that I must withdraw from any meeting during the discussion of such contract or matter and must not vote in respect of it.

I agree to review and update this declaration annually and give consent for the information provided to be used in accordance with the trust/school's conflicts of interest policy.

Signed: *LJ Meakin*

Date: 13.05.21

Declaration of Pecuniary and Personal Interest – Guidance Notes

Governors, trustees and staff members with financial responsibility have a legal duty to act only in the best interests of their school. Where a situation arises in which they cannot do this due to a personal interest they have, steps should be taken to identify, prevent and record the conflict. This ensures everyone is acting in the best interests of the school.

In the declaration above, you must provide details relating to:

- Your ownership or partnership of a company or organisation which may be used by the trust/ school to provide goods or services;
- Goods or services you offer which may be used by the trust/school;
- Any close relation you have to someone who satisfies either of the above;
- Any close relationship you have to someone who is employed by the trust/school.

Declaring your conflicts of interest is a legal requirement within the School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 and for academies, in the Articles of Association and Academies Financial Handbook. However, making an annual declaration does not remove your requirement to make an oral disclosure of any changes throughout the year.

Pecuniary interests

Generally, you should not participate in any discussions in which you may directly or indirectly benefit from a pecuniary interest, except where the relevant authority has authorised this i.e. legislation for maintained schools or articles of association for academies. A direct benefit refers to any personal financial benefit and an indirect benefit refers to any financial benefit you may have by virtue of a relationship to someone who stands to gain. Both direct and indirect interests must be declared.

Non-pecuniary interests (Conflicts of loyalty)

There may be a non-pecuniary interest whereby you do not stand to gain any benefit but a declaration should still be made. For example, this might be where you have a family member working in the school. Whilst you might not benefit personally, your judgment could be impaired if something was brought up that would affect the family member.

The School and Early Years Finance (England) Regulations 2013 provide for local authority financing schemes to keep a register of pecuniary interests for the trustees, governors and staff of schools. The register should be reviewed annually by the clerk to the governing body but any new interest or ceased interest, should be reported to the school as and when they occur. Upon completion, this signed form should be given to the Finance Officer whose responsibility it is to keep a register of all interests and review it annually.