

GOVERNORS' REGISTER OF BUSINESS INTERESTS FORM

Why do I need to declare conflicts of interest?

- 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.
- The School and Early Years Finance (England) Regulations 2013 provide for local authority financing schemes to keep a Register of Interests for the trustees, governors and staff of schools and statutory guidance says that the recorded interests of governors and associate members should be displayed on the school's website.

What is the rationale for declaring conflicts of interest?

- Governors and trustees have a legal duty to act only in the best interests of their schools and avoid any conflict between personal/pecuniary interests and those of the school.
- Where a situation arises in which there is a conflict, steps should be taken to identify, prevent and record the conflict to ensure governors or trustees are acting in the best interests of the school.
- By requiring governors to declare any potential conflicts of interest, the governing body is more aware of potential conflicts when considering items of business (although this is not a substitute for declaring an interest at meetings).
- The requirement for declarations of potential conflicts of interest (used to create the Register of Business Interests) also goes some way to show that in spending public money, governors do not benefit personally from decisions in which they participate.

What will the school do with my completed form?

- The completed form will be kept in a file in school and will be part of a public document, open to inspection by, for example, parents, the local authority, inspectors and other governors.
- It will be retained for a period after your term of office ends, in case questions arise thereafter.
- It will also be used to create a Register of Interests and the interests may be published on the school's website.

What if I do not declare relevant interests?

- Failure to declare a relevant interest is a serious matter.
- It might be an oversight, but a deliberate failure would be cause for suspension from the governing body.

What if my interest ceases or a new interest arises?

- Should your circumstances change, you may revise your entry at any time.
- The Governing Body will review the Register as a whole annually and governors are requested to complete a form each year in the Summer Term.

What interests should I declare?

- You should declare any pecuniary/personal interests that have the potential to conflict with the interests of the school.
- These include direct pecuniary interests (eg. if you supply goods/services to the school) and indirect pecuniary interests (eg. if your spouse or relative supplied services to the school).
- There may also be non-pecuniary interests (conflicts of loyalty) whereby the governor does not stand to gain any benefit but a declaration should still be made (eg. if a family member works in the school and a decision is made which affects the family member).
- You do not need to declare an interest as a parent of a child at the school; a teacher at the school; or any other interest which is implicit in your appointment (eg. for ex-officio posts).

What if I am unsure whether an interest is a relevant interest?

- If you are in any doubt about whether to declare a particular interest, it is probably best to do so.
- If you feel that further details would be helpful (e.g. making clear where a possible conflict might lie), again it is probably best to give them, if necessary in a separate letter which will then be kept on the file with this form.
- To assist you, a list of questions is included in this form on page 2 and advice is available from the Clerk.

SCHOOL: GRAFTON PRIMARY SCHOOL**GOVERNORS' REGISTER OF BUSINESS INTERESTS FORM 2023/24**

Name of Governor:	Karen Mazur
Date appointed for current term (See Composition List)	
Governor Type:	Other

What interests should I declare?

- You should declare any pecuniary/personal interests that have the potential to conflict with the interests of the school.
- The questions below are included to assist you in highlighting common interests which should be declared.
- However, the list is not exhaustive so **if you are in any doubt about whether to declare a particular interest, it is probably best to do so.**

<u>Question</u>	<u>Yes</u>	<u>No</u>
Are you a governor, trustee or staff member at another <i>educational establishment</i> ?		x
Are any staff members of the school a <i>related person</i> ?	x	
As an individual or contractor, do you provide goods or services to the school / trust or have other financial dealings with the school / trust?		x
Are you aware of a <i>related person</i> who provides goods or services to the school / trust or has other financial dealings with the school / trust as an individual or contractor?		x
Are you a staff member, director, shareholder, trustee, partner or owner of an <i>organisation</i> or do you have another relevant interest in an <i>organisation</i> that provides or may provide goods or services to the school / trust or has or may have other financial dealings with the school / trust?		x
Are you aware of a <i>related person</i> who is a staff member, director, shareholder, trustee, partner or owner of an <i>organisation</i> or has another relevant interest in an <i>organisation</i> that provides goods or services to the school / trust or has other financial dealings with the school / trust?		x
<p>* An <i>educational establishment</i> includes places like a school, university or Children's Centre.</p> <p>** A <i>related person</i> is somebody who could possibly exert influence over you including but not limited to a relative (parent, spouse, child etc.), partner, co-habitee or business partner.</p> <p>*** An <i>organisation</i> includes a company, business, partnership, contractor, charity, trust etc.</p>		

Potential conflicts of interest:

- If you answered "Yes" to any of the above questions or if you have any other interests to declare, please provide details below including the date the interest began.
- Continue on a separate sheet if necessary, but please ensure that you sign and date that sheet too.

- If you do not have any potential conflicts of interest, please state "**NONE**"

My partner is the Premises Manager at the school

Signed *Karen Mazur*

Date 29th April 2025

****Please note that you are still required to orally disclose any interest at any specific meeting and to leave the meeting for that agenda item.****

Please return this form to: **Your Clerk – brigid.donoghue@islington.gov.uk**