

Register of Business/Pecuniary Interest Trust Board Member/Governor/Staff

Governing Body of Newport Primary

Name of Governor	Category & Position of responsibility	Appointed by & term of office	Nature of business interest/other educational establishments	Relationship to staff	Date of interest registered	Date interest ceased	Date of signature	Notes
Alma Hellaoui	Co-Chair Foundation	Trust 11/02/2020-10/02/2024	Governor at Berwick Hills Primary	None	04/10/2022		04/10/2022	
Patricia Maxwell	Headteacher Ex Officio	Ex Officio 01.09.2014 to NA	Head Teacher at Newport Primary	None	05/10/2022		05/10/2022	
Julie Thomas	Co-opted	Governing Body 10/11/2020-09/11/2024	Trustee of Nunthorpe MAT and Cleveland Trustee of Eden Trust Hartlepool	None	20/09/2022		20/09/2022	
Jonathan Woodhouse	Co-opted	Governing Body 15/09/2020-14/09/2024		None	27/09/2022		27/09/2022	
Ann-Marie Coulton	Co-opted	Governing Body 01/06/2019-31/05/2023	Assistant Head at Newport Primary	None	27/09/2022		27/09/2022	
Melanie Daley	Co-opted	Governing Body 23/03/22-22/03/2026	HLTA at Newport Primary	None	27/09/2022		27/09/2022	
Claire Risker	Co-opted	Governing Body 27/09/2022-26/09/2026		None	27/09/2022		27/09/2022	
Margaret	Co-opted	27/09/2022-		None	27/09/2022		27/09/2022	

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Walters		25/09/2026						
Diane Williamson	Parent	Elected 01/10/2021- 31/09/2025			27/09/2022		27/09/2022	
Jacqueline Smith	Foundation	Trust 01.09.2022- 31/08/2026	T/A at Newport Primary School	Daughter of C Terry Midday supervisor	27/09/2022		27/09/2022	
Grace Akede	Parent	Elected 27/09/2022- 26/09/2026		None	27/09/2022		27/09/2022	

Record of Reviews (To be distribute each Autumn Term for amendment and signature)

Date	31.10.22									
Initials	TH									

Governors are reminded that completion of this form does not remove the requirement upon them to disclose any potential financial interest/conflict of interest or loyalty in any matter discussed at a meeting. In the event of such an interest in a particular matter the governor must leave the meeting for that agenda item. **PLEASE REFER TO GUIDANCE OVERLEAF WHEN COMPLETING**

GUIDANCE ON DECLARATION OF INTERESTS

Governors and staff have a responsibility to avoid any conflict between their business and personal interests and the interests of the School/Academy. This is essential for effective and accountable financial management of the School/Academy.

A **Register of Business Interests should be maintained** to record all such interests. The register should be **kept up-to-date** by notification of changes through an annual review of entries and be **made freely available** for inspection by governors, staff and parents.

All governors and staff with budget responsibilities must provide information on **any business interests that they or their immediate family hold** (immediate family being spouse, children and parents).

To demonstrate that the governing body is operating with openness and transparency there should be an **opportunity at the beginning of meetings for members of the governing body to declare an interest** before matters are considered. This will help identify potential conflicts of interest and the need to update the register.

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Should a **governor or member of staff believe that another governor or member of staff has a conflict of interest in an issue under discussion** that has not been declared, they should draw this to the attention of the governing body. It will be for the governing body to determine whether the individual with the alleged conflict of interest should withdraw from the meeting and not vote on a particular issue.

The register must include all business interests such as directorships, share holdings and other appointments of influence within a business or other organisation that may have dealings with the School/Academy. The disclosures should also include business interests of relatives and other individuals who may exert influence.

All business interests should be declared that could result in a conflict of interest:

- **Financial** - interests in a contract or proposed contract by direct or family connection.
- **Appointment** - interests in the provision for sponsor governors or interests in someone's appointment, reappointment or suspension from office as a governor or clerk to the governing body.
- **Pay and performance** - interests in the pay or appraisal of someone working at the School/Academy in cases where the governor or staff member is also paid to work at the School/Academy.

There is no official definition of a business interest. If a governor or member of staff is in any doubt about registering specific interests, the prudent approach would be to include the item on the register as a safety measure

Any governor with no business interests or conflict of loyalty to declare should still return a signed declaration to this effect.