



QAP	7.3.3
DATE	June 2006
AUTHOR	A Theakston
SHEET	1 of 3
FORM Nº	1

HARTLEPOOL COLLEGE OF FURTHER EDUCATION CORPORATION

Register of Members' Interests

- Any interest, financial or otherwise, which is likely or would, if publicly known, be perceived as being likely to interfere with a member's independent judgement should be disclosed to the corporation. Where a spouse or close family member has an interest likely to conflict with the interest of the College, this should also be declared. Please see guidance below.
- Members should inform the Clerk whenever their circumstances change and interests are acquired or lost.
- This document is available for public scrutiny.
- Please complete all sections.
- By signing this form I agree to permit the Clerk to process any of such information, and any of my personal details, as may be necessary for the proper administration of the corporation, provided that proper regard is paid to such data protection principles as may be in force.

Guidance

REGISTER OF FINANCIAL AND PERSONAL INTERESTS

The following are examples of the types of financial and personal interest which governors should include in their annual declaration of interests.

Members are also reminded of their obligation to act in accordance with the seven principles of public life as laid down by the Nolan Committee and included in the College Code of Conduct.

Such interests also include those of a spouse or partner of a governor and the governor's own or spouse's/partner's close relatives (for example, father, mother, brother, sister, child, stepchild or grandchild).

FINANCIAL INTERESTS

- Remunerated employment, office, profession or other activity
- Employment with College
- Directorship of a company
- Shareholdings in a company
- Partnership in a business or professional partnership
- Consultancies (whether or not remunerated)
- Trusteeship of a trust where a governor or his/her partner or spouse or a member of his/her family may be a beneficiary
- Gifts or hospitality offered by outside bodies and arising from the person's position as governor.

PERSONAL INTERESTS

- Membership of another public body including:
 - Local authority
 - Health authority
 - NHS Trust
 - School or college governing body
 - Learning and Skills Council
- Unremunerated posts, honorary positions and other positions that might give rise to a conflict of interest or of trust
- Membership of closed organisations.

DECLARATION OF ELIGIBILITY

Members should declare each year that they are still eligible to be members. The criteria are set down in the Instrument and Articles and in the letter of employment and should be referred to but in brief they are:-

- not bankrupt or made arrangement with creditors
- not convicted or had sentence of imprisonment
- if a nominee-still the organisation's nominee
- still eligible in the relevant category e.g. student, community etc.



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NAME: _____

SECTION ONE – FINANCIAL INTERESTS

1.1 MEMBER

Name and address of employer, if any, or state if self-employed, retired, student etc.

NAME OF EMPLOYER: _____

ADDRESS: _____

NATURE OF BUSINESS: _____

POSITION HELD: _____

1.2. SPOUSE

NAME OF EMPLOYER: _____

ADDRESS: _____

NATURE OF BUSINESS: _____

POSITION HELD: _____

1.3. CLOSE RELATIVE [If appropriate].

RELATION TO GOVERNOR: _____

NAME OF EMPLOYER: _____

ADDRESS: _____

NATURE OF BUSINESS: _____

POSITION HELD: _____

1.4. SIGNIFICANT SHAREHOLDINGS in companies in which the member owns, say 5% or more of the issues share capital.

NAME & ADDRESS OF COMPANY

NATURE OF BUSINESS

1.5 PARTNERSHIPS, CONSULTANCIES & DIRECTORSHIPS held by the member, spouse or close relative.

NAME & ADDRESS OF COMPANY/ORGANISATION

NATURE OF BUSINESS

Please specify member, spouse or relative

1.6 TRUSTEESHIPS or participation in the management of charities and other voluntary bodies [please give name of charity or body.



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1.7 GIFTS OR HOSPITALITY received or offered over the past 12 months arising from your position as a Governor.

1.8 GOODS OR SERVICES provided to the College or any payment received for work at the College.

SECTION TWO – PERSONAL INTERESTS

2.1 MEMBERSHIP OF ANOTHER PUBLIC BODY

The name of any local Authority, health authority, NHS trust, school or college governing body, training or enterprise council of which you are a member.

2.2 HONORARY POSITIONS OR MEMBERSHIP OF CLOSED ORGANISATIONS

The name of any position or membership of an organisation which may give rise to a conflict of interest with the College.

2.3 ANY OTHER INTERESTS

Please state any other interests, financial or other, with the College.

SECTION 3 – DECLARATION

3.1 ELEGIBILITY

Please tick this box if you have ever been adjudged bankrupt or made a composition or arrangement with your creditors.

Please tick this box if you have ever been convicted of an offence and had a sentence of imprisonments [whether suspended or not] for not less than 3 months without the option of a fine imposed upon you.

Please tick this box to confirm that you are still eligible to be in your relevant category e.g. community, student etc and that if you are a nominee that you still represent that organisation

Signature:

Name

Date:
