

**Declaration of Pecuniary and Personal Interest  
Esteem Multi-Academy Trust 2020/21**

*Please refer to the guidance notes prior to completing this form. You must enter information in every box. If you do not have an interest relating to a specified issue, please put 'none'.*

Full Name: .....

Position held within the MAT: .....

I declare that I hold the following pecuniary and/or personal interest(s):

Pecuniary interests	Please provide details of the interest
Current employment	
Businesses (of which I am a partner or sole proprietor)	
Company directorships/Charity trusteeships – details of all companies of which I am a director/trustee	
Membership of professional bodies, membership organisations, public bodies or special interest groups of which I am a member and have a position of general control or management	
Gifts or hospitality offered to you by external bodies while acting in your position as a governor/trustee/staff member and whether this was declined or accepted in the last 12 months	
Contracts offered by you for the supply of goods and/or services to the MAT/academy	

Any other conflict	
--------------------	--

Personal interests	Name	Relationship to me	Organisation	Nature of the interest
Immediate family/close connections/ relationships to governor/trustee/ member of staff				
Company directorships or trusteeships of family/close connections to governor/trustee/ member of staff				

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

<b>Name of school/academy</b>	
<b>Position held</b>	
<b>Date appointed/elected to post</b>	
<b>Date of termination to post</b>	

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/academy 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 requirements of the Academies Financial Handbook 2019 and Esteem Multi-Academy Trust’s Articles of Association.

Signed: ..... Date: .....

## EMAT Declaration of Personal and Pecuniary Interests – Guidance Notes

The local governing board of each academy is required to establish a register which lists, for each member of the governing board and the headteacher, any business interests they or any member of their immediate family may have. The register must be kept up to date with any notifications of changes and through an annual review of entries and must be made available for inspection.

A register must also be kept by the MAT of all individuals in a governance role, including senior employees, and similarly maintained and reviewed.

A governor, headteacher or any employee of the academy who is in a position to influence a decision of the academy, and with a business interest, direct or indirect, in a personal capacity in any contract with the academy, shall declare that interest in writing to the local governing board. In addition, it is the responsibility of governors and employees of the academy to declare any business interest, direct or indirect, of immediate family members in any contract, proposed contract or other matter connected with the academy. Such declarations shall be recorded in the register of business interests

Individuals in a governance role and/or senior employees within the MAT have a legal duty to act only in the best interests of the MAT. 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.

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 MAT/academy to provide goods or services;
- Goods or services you offer which may be used by the MAT/academy;
- 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 MAT/academy.

Declaring your conflicts of interest is a legal requirement within the Articles of Association and Academies Financial Handbook. However, making an annual declaration does not remove your requirement to make an oral disclosure of the interest and temporarily leave the meeting, where the interest is relevant to something being discussed.

### **Pecuniary interests**

Generally, individuals in a governance role and/or senior employees within the MAT should not participate in any discussions in which they may directly or indirectly benefit from a pecuniary interest, except where the relevant authority has authorised this i.e. legislation for maintained academies 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 from a decision of the governing board. Both direct and indirect interests must be declared.

### **Publication of Register of Business Interests**

**Details of completed business/pecuniary interests will be published in a register of interests and also on the MAT and academies' websites.** Where there is no website maintained for the academy, the governing board must arrange for the information to be published on a website, the address and details of which are made known to parents.