

## Declaration of Interests Form

I ..... of Oxford Diocesan Bucks Schools Trust have set out below my interests in accordance with Clauses 6.39(b) and 97-98 the Articles of Association or the Scheme of Delegation guidance on Conflicts of Interest, and guidance on Connected Persons as defined by the Charities Act.

Category <b>See explanatory notes overleaf</b>	<i>Answers should refer clearly to you and to any connected person as indicated overleaf</i>
Current employment and any previous employment in which you continue to have a financial interest.	
Appointments (voluntary or otherwise), e.g. trusteeships, directorships, local authority memberships, magistracy, tribunals etc.	
Membership of any professional bodies, special interest groups or mutual support organisations.	<i>e.g. trade union membership</i>
Companies in which you hold more than 1% of the share capital.	
Gifts or hospitality in excess of £100 accepted in the last 12 months (or such other figure as is given in the Academies Financial Handbook).	
Any contractual relationship with ODBST or any company or other organisation connected with the Multi Academy Trust.	<i>e.g. with the local authority or ESFA</i>
Any other interests which you consider are appropriate to disclose and are not covered by the above.	<i>e.g. governorship of another school, MAT or FE College in the County</i>

To the best of my knowledge, the above information is complete and correct. I undertake to update as necessary the information provided, and to review the accuracy of the information on an annual basis. I give my consent for it to be used for the purposes described in the conflicts of interest policy and for no other purpose.

Signed: .....

Date: .....

Position (delete as appropriate):   Member  
   Appointed Director/Trustee  
   Co-opted Director/Trustee  
   Local Governing Body member  
   Senior Staff position:.....



#### CONFLICTS OF INTEREST, ODBST Articles of Association Clauses 97-98 Members/Directors /Trustees/Senior Central Staff

97. Any Director who has or can have any direct or indirect duty or personal interest (including but not limited to any Personal Financial Interest) which conflicts or may conflict with his duties as a Director shall disclose that fact to the Directors as soon as he becomes aware of it. A Director must absent himself from any discussions of the Directors in which it is possible that a conflict will arise between his duty to act solely in the interests of the Company and any duty or personal interest (including but not limited to any Personal Financial Interest).

98. For the purpose of Article 97, a Director has a Personal Financial Interest in the employment or remuneration of, or the provision of any other benefit to, that Director as permitted by and as defined by Articles 6.5 - 6.9 (*to paraphrase: the CEO, and occasionally, by strict definition, a Director also providing a service to the MAT*).

#### CONFLICTS OF INTEREST: (Scheme of Delegation clauses on Conflicts of Interest): Local Governing Body members

Any LGB Member who has or can have any direct or indirect duty or personal interest (including but not limited to any Personal Financial Interest) which conflicts or may conflict with his or her duties as a LGB Member shall disclose that fact to the Local Governing Body as soon as he becomes aware of it. A person must absent himself from any discussions of the Local Governing Body in which it is possible that a conflict will arise between his or her duty to act solely in the interests of the Academy and any duty or personal interest (including but not limited to any Personal Financial Interest).

For the purpose of paragraph 2.1, a person has a Personal Financial Interest if he or she is in the employment of the Company or is in receipt of remuneration or the provision of any other benefit directly from the Company or in some other way is linked to the Company or the Academy.

In any conflict between any provision of this Scheme of Delegation and the Articles, the Articles shall prevail.

Any disagreement between the members of the Local Governing Body and the Headteacher or any subcommittee of the Local Governing Body shall be referred to the Directors for their determination.

The Local Governing Body shall maintain a register of business interests of its Governors.

#### Notes on defining the term "Director" and "LGB member"

"Director" and "LGB member" shall include any child, stepchild, parent, grandchild, grandparent, brother, sister or spouse of the Director/LGB member or any person living with the Director/LGB member as his or her partner (ODBST Draft Article of Association 6.9(b)).

#### Charity Commission Guidance on Connected Persons

If someone is connected to a trustee, they are known as a 'connected person'. For example:

- a spouse or partner
- siblings
- a brother- or sister-in-law
- parents
- business partner

If a connected person is to be paid or employed by the charity, the trustee or trustees they are connected to must not be involved in any part of the process.

ODBST needs the Charity Commission's permission to pay or employ someone who is connected to a trustee.

<https://www.gov.uk/guidance/payments-to-charity-trustees-what-the-rules-are>

All those completing this form must also give relevant details of any other family member as listed where the information given may indicate a conflict with the appointee's duties, as soon as it arises. The information should be given to the Chair, or to the Clerk (of either the Board or the LGB as appropriate), and be added to their Register of Interests.

Adopted by the ODBST Board, 01 September 2017

