

## **NORTHERN REGIONAL COLLEGE**

### **Guidance on Accountabilities and Responsibilities of Governors**

If there is a question mark about a proposed course of action there is one key test to apply: *Could I satisfactorily defend this before the Public Accounts Committee?*

Schedule 3 to the Instrument of Government of the Northern Regional College further states that the Register of Interests should contain the following information in respect of each member of the Governing Body:

- a) A list of all business interests held;
- b) Membership of public bodies including local councils, education and library boards, health trusts and the governing bodies of other educational establishments;
- c) Unremunerated posts, honorary positions and other positions that might give rise to a conflict of interest;
- d) The names of any employees of the College either related to them by virtue of being their spouse, parent, grandparent, child, grandchild, brother, sister, uncle, aunt, nephew or niece, or connected to them through a close personal relationship; and
- e) A declaration of any significant political activity (including office-holding, public speaking and candidature for election) undertaken in the five years prior to appointment.

In order to comply with good practice, the same procedure is to apply to all senior post holders.

A copy of the register of interests should be given to members at the first meeting of the Governing Body in the autumn term of each year and any subsequent amendments to the register should be announced at the meeting of the Governing Body and details of the amendments recorded in the minutes. An opportunity to declare any items of interest should form part of the agenda of each full Governing Body/Committee meeting. Members should be invited at each meeting of the Governing Body/Committee to declare any amendments.

**It is the responsibility of each governor to ensure that their entry in the Register is kept up-to-date.**

If any issue coming before the Governing Body/Committee has, or could be perceived to have, the potential to conflict with the members' stated interests held in the Register, that member should declare the interest and withdraw from discussion of the issue. There will be instances when the potential conflict of interest is not clear cut; on these occasions, members should discuss the issues with the chair in advance of the meeting. If the potential conflict is not felt to be prejudicial to the issue up for discussion, the member need not withdraw. A member should withdraw, however, from the discussion of any issues, where there is a possible personal financial benefit or any financial benefit to his or her friends or relatives.

**NORTHERN REGIONAL COLLEGE – GOVERNORS**

**DECLARATION OF INTERESTS**

Personal Details

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Email \_\_\_\_\_  
Tel/Mobile \_\_\_\_\_

All business interests held (employment and self employment)

Membership of Public Bodies including local councils, education and library boards, health trusts and the governing bodies of other educational establishments)

Unremunerated posts including honorary positions and other positions that might give rise to a conflict of interest or trust

Names of any employees of the College either related by virtue of being spouse, parent, grandparent, child, grandchild, brother, sister, uncle, aunt, nephew or niece, or connected through a close relationship

Any significant political activity (including office holding, public speaking and candidature for election) undertaken in the five years prior to appointment

I declare the above to be a true record of my interests with respect to the Governance of the Northern Regional College.

Signed \_\_\_\_\_ Date \_\_\_\_\_

