

HARRIS MIDDLE SCHOOL

PECUNIARY INTERESTS

POLICY

AUTUMN TERM 2009

CHAIR OF GOVERNORS: _____

MINUTED: _____

DATE OF REVIEW: **AUTUMN TERM 2010**

Harris Middle School

Pecuniary Interest Policy

Introduction

The Suffolk LMS scheme requires Governors of the school or persons employed at the school to disclose any pecuniary interest, direct or indirect, in any contract entered into or proposed.

The audit Commission document '*Keeping Your Balance*' (2000) states "The governing body should establish a register of business interests of governors, the Headteacher and any other staff who influence financial decisions. This should be open to examination by governors, staff, parents and the LEA."

The register

A register of Pecuniary Interest is to be kept in the school office and should be inspected by Governors from time to time. The register should be used to apply to decisions of the Governing Body and to those situations where staff have delegated powers to make decisions.

Any member of staff or governor with a pecuniary interest in a particular decision should not normally take part in the process leading to that decision. If participation is unavoidable, discussion with the Chairman of Governors is required together with an entry in the register. Anyone with a pecuniary interest in a particular contract should not take part in drawing up specifications and/or the tender document.

Definitions

The following should declare an interest:

1. Staff
2. Governors
3. Spouses/partners of staff and governors
4. The immediate families of staff and governors

Entry in the register is only required for (3) and (4) where there is a possibility of any interest arising. Pecuniary interests are represented by:

- A directorship
- Direct ownership of a company or business
- A significant shareholding in a company
- A position of authority in a charity or voluntary organisation
- Direct employment by the school

Specific Event Register

A Specific Event Register will be kept by the school office, which will contain:

- The date of the event
- A description of what was disclosed
- A cross reference to the General Register, if applicable
- Each entry should be signed and dated.