

**Annex 6 to the Standing Orders of Fareham
College Corporation**



**GOVERNORS' REGISTER OF FINANCIAL AND PERSONAL INTERESTS AND
ELIGIBILITY TO SERVE AS GOVERNORS**
Updated and approved by the Corporation 6th October 1999, minute 24/99 refers

In accordance with the Instrument of Government, certain categories of persons are ineligible to be members and members are not allowed to be financially interested in the institution. The Clerk is also required to maintain a Register of Interests which is available for public inspection during normal working hours. In order to ensure that the members of the Corporation are able to comply with these provisions, and appropriate documentation is in place as evidence, the Register of Governors' Financial and Personal Interests and their eligibility to serve as Governors will be held by the Clerk. This register is updated on an annual basis throughout the individual's term of office and the following procedures are used:

1. On application to the Corporation

Prospective Governors are required to indicate any major interests and to confirm their eligibility to be Governors, particularly with regard to bankruptcy or criminal convictions.

2. Appointment to the Corporation

Upon appointment to the Corporation, Governors will be asked to complete the Register of Financial and Personal Interests and Eligibility for Governorship attached as [Appendix A](#). This will require a declaration of:

- remunerated office
- directorships
- shareholdings
- partnerships
- trusteeships
- consultancies
- contracts with the College
- membership of other public bodies
- unremunerated posts and honorary positions
- membership of closed organisations
- family interests
- financial integrity and reliability
- convictions or civil liabilities.

3. Annual Review

The Clerk will be responsible for maintaining this register and will seek to update it annually, asking Governors to sign to confirm that no change has occurred or to update their position, as per [Appendix B](#). The Clerk will ensure that it is available as required for inspection.

4. Further Action by the Clerk

If Governors' interests/eligibility for Governorship are called into question, the Clerk will raise this with the Chairman of the Corporation and/or the Vice-Chairman who has responsibility for all membership issues and, if necessary, will seek further independent legal advice.

5. Governors' Action

Any Governor who believes that he/she may have become ineligible to be a member, for whatever reason specified in the Instrument of Government, or who acquires an interest as specified, must notify the Clerk in writing immediately of the position and, where there is any query as to their position, should certainly seek advice from the Clerk. The Standing Orders of the Corporation specify how interests should be disclosed and Governors are required to declare the nature and extent of their interests.

6. Senior Postholders

In accordance with the arrangements made for senior postholders, they are also required to make a declaration of interests based on the arrangements for Governors as are other members of staff who hold substantial financial responsibility.