

# Solihull College & University Centre – Staff Register of Interests Summary to July 2019



First name	Second name	Title / Role	No interest[s] to disclose	Nature of interest[s]	Date of 2019 return
Nicole	Adkin	Facilities Coordinator		<ul style="list-style-type: none"> <li>Partner's company, SNA Builders Ltd</li> </ul>	10.07.2019
Bryan	Anderson	Account Manager Apprenticeships	✓		24.05.2019
Emma	Ball	Head of Learning Technologies & Libraries		<ul style="list-style-type: none"> <li>Pearson Standards Verifier</li> </ul>	24.07.2019
Paul	Bates	Levy Account Manager	✓		24.05.2019
Sarah	Bellard	Head of Maths	✓		04.06.2019
Kathleen	Blaikie	MIS Funding & Contracts Manager	✓		29.08.2019
Ann	Brabazon	Reprographics Co-ordinator	✓		24.06.2019
Sam	Bromwich	Director Risk, Control & Compliance	✓		15.07.2019
Nicky	Brooks	Head of Creative Arts		<ul style="list-style-type: none"> <li>Mother, Anita Haines, employed as an exam invigilator</li> </ul>	31.05.2019

Deborah	Bunce	Programme Manager – BEST		<ul style="list-style-type: none"> <li>Husband, John Ward, Head of Project delivery Canal and River Trust (College has a student from this organisation)</li> <li>Member of the Institution of Civil Engineers</li> </ul>	22.07.2019
Glenn	Butler	Deputy HR Manager		<ul style="list-style-type: none"> <li>Member of Chartered Institute of Personnel &amp; Development</li> <li>Spouse, Elizabeth Butler, also employed at Solihull College</li> </ul>	28.06.2019
John	Callaghan	Principal & Chief Executive		<ul style="list-style-type: none"> <li>WMCA – Chair of Engineering T Level Group [Jan 2019]</li> <li>Ofsted Stakeholder Group [Sept 2018]</li> <li>UK Central – Ambassador [Feb 2016]</li> <li>GBSLEP [Greater Birmingham &amp; Solihull Local Enterprise Partnership] – elected as FE rep [July 2018]</li> <li>Solihull Chamber of Commerce – Board Member</li> <li>Solihull Employment &amp; Skills Board] – Board Member [Sept 2014</li> <li>WMCA – Employment Support Taskforce [ceased July 2019]</li> </ul>	04.06.2019 and subsequent updates for the Register, as required during the academic year
Fiona	Cameron	WBL Team Leader [Care]	✓		16.09.2019
Nina	Charles	Assistant Head of Department, Foundation Learning, Care, Public Services & Sport	✓		13.09.2019
Gita	Chauhan	Head of Finance		<ul style="list-style-type: none"> <li>Independent Member of SMBC Audit Committee</li> </ul>	30.07.2019
Lisa	Cleaver	Head of School Visual, Performing Arts & Media	✓		22.07.2019
Nadia	Davies	SME Accounts Manager Training Needs Analyst – [ESF Business Elevator Project]		<ul style="list-style-type: none"> <li>Member of Chartered Management Institute</li> <li>Volunteer at Blue Cross – Solihull cattery</li> </ul>	13.09.2019
Manjinder	Dhillon	SME Accounts Manager - [ESF Business Elevator Project]	✓		23.08.2019
Ben	Dodd	Head of Department – Vocational Studies including Apprenticeship & Distance	✓		24.05.2019

		Learning			
Alan	Downing	Head of School Motor Vehicle	✓		19.09.2019
Beverley	Eastgate	Procurement and Central Purchasing Officer	✓		23.09.2019
<i>Stevie</i>	<i>Edmund Jones</i>	<i>Head of Employer Engagement</i>			<i>left College 2019</i>
Clare	Egan	Contracts Manager	✓		23.07.2019
Tracey	Ellis [formerly Daly]	PA to Principal		<ul style="list-style-type: none"> <li>• 40% shareholder in partners business – Trimpany Ltd (5<sup>th</sup> Sept 2018)</li> <li>• Change of surname from Daly to Ellis</li> </ul>	29.05.2019
Heather	Evans	Vice Principal – Finance		<ul style="list-style-type: none"> <li>• Member of ICAEW (Institute of Chartered Accountants in England &amp; Wales)</li> </ul>	28.06.2019
Dave	Gartside	Director of IT	✓		04.06.2019
Rebecca	Gater	Assistant Principal Service Industries Faculty		<ul style="list-style-type: none"> <li>• Ofsted Inspector</li> <li>• Took up post of Vice Principal Quality &amp; Curriculum with effect from 01.09.2019</li> </ul>	24.05.2019
Alex	Gibb	Course Coordinator BSc [Hons] Business Systems & Technology, BSc [Hons] Network & Security		<ul style="list-style-type: none"> <li>• Director of SpotOn Marketing [unpaid]</li> </ul>	07.06.2019
Jo	Haine	Information Systems Manager	✓		30.07.2019
Jackie	Handy	PA to Deputy Principal & Stratford Chief Operating Officer		<ul style="list-style-type: none"> <li>• Daughter, Lauren Handy, employed as Student Services Admin Assistant in Student Services Team at Stratford upon Avon College</li> </ul>	29.07.2019

Wendy	Harrington	Woodlands Campus Manager	✓		19.08.2019
Alan	Hastings	Director of Operations		<ul style="list-style-type: none"> <li>Sister, Helen Hastings, works as Customer Services Assistant, Student Services at Stratford upon Avon College</li> </ul>	10.06.2019
Pete	Haynes	Vice Principal HR & Student Services		<ul style="list-style-type: none"> <li>Member of Chartered Institute of Personnel &amp; Development</li> </ul>	29.05.2019
Sean	Howitt	Head of Marketing and Communications	✓		22.07.2019
Heather	Kelman	HR Manager		<ul style="list-style-type: none"> <li>Member of CIPD</li> </ul>	25.05.2019
David	Lodge	Head of Estates	✓		28.05.2019
Theresa	Lynch	Clerk to the Corporation		<ul style="list-style-type: none"> <li>Non-exec director of Future Housing (wef 3<sup>rd</sup> Sept 2018)</li> <li>May 2019 – ceased to be Business Manager at St Matthew's Primary School</li> <li>July 2019 – ceased to be Clerk to the Governing Body at St Matthew's Primary School</li> </ul>	05.06.2019
Sarah	McDonald	Head of School – Adult and Community	✓		16.09.2019
Shelley	McGonigle	Programme Manager Hospitality, Catering, Business & IT and Motor Vehicle	✓		13.09.2019
Sue	McGregor	Dean of Higher Education & Curriculum Innovation		<ul style="list-style-type: none"> <li>Edexcel consultancies - curriculum and quality work - external examiner.</li> <li>Partner employed at College [Paul Butler]</li> </ul>	14.08.2019
Linda	McLaughlin	Head of School - Care and Education	✓		24.05.2019
Mohammed	Maher	Head of School Computing & Emerging Technologies	✓		23.07.2019

Claire	Morley	Assistant Head of Department Performing Arts & Music		<ul style="list-style-type: none"> <li>Self-employed dance teacher</li> </ul>	12.09.2019
Sian	Moxon	College Legal Counsel	✓		28.06.2019
<i>Graeme</i>	<i>Muirhead</i>	<i>Library, Open Access &amp; Information Services Manager</i>	✓		<i>28.06.2019 and left College July 2019</i>
Mick	Nicholl	Head of Campus – Engineering, Construction & Motor Vehicle		<ul style="list-style-type: none"> <li>Member of Institution of Engineering and Technology [IET]</li> </ul>	22.08.2019
Phil	Paddock	Head of School Construction Trades	✓		17.09.2019
Alex	Patterson	Health & Safety Officer	✓		28.05.2019
Claire	Powell	Head of School - Animal Welfare & Veterinary Nursing		<ul style="list-style-type: none"> <li>Trustee for Birmingham Dogs' Home</li> </ul>	03.06.2019
Fatima	Ramji	Assistant Principal - STEAM Faculty		<ul style="list-style-type: none"> <li>Governor of Mohammedi Madrassah – community representative</li> </ul>	24.06.2019
Keith	Rathbone	HE Enhancement & Access Programme Manager	✓		03.06.2019
Randeep	Sami	Director of Quality Improvement	✓		24.05.2019
Andrew	Schneider	Head of School for Science		<ul style="list-style-type: none"> <li>Parent Governor of Peterbrook Primary School (Chair)</li> </ul>	05.09.2019
Emma	Scothern	Head of Personal Progress & Development	✓		11.07.2019

Beth	Selwood	Vice Principal Teaching, Learning & Assessment		<ul style="list-style-type: none"> <li>Albany Developments [husband's building / contracting company] sometimes tender for College building works.</li> </ul>	04.09.2019 and left College August 2019
Gary	Stanton	Facilities Manager	✓		12.04.2019 and left College May 2019
Lindsey	Stewart	Deputy Principal and Stratford Chief Operating Officer		<ul style="list-style-type: none"> <li>Mother of Rosa Wells, Executive Director Employment &amp; Skills and Institute of Technology [IoT], Solihull College &amp; University Centre</li> </ul>	03.06.2019
Sara	Sweeney	Head of School – Retail and Commercial	✓		25.06.2019
Emma	Taft	Assistant Management Accountant		<ul style="list-style-type: none"> <li>Student Member of the Chartered Institute of Management Accountants</li> </ul>	27.06.2019
Lynzi	Tanner	Head of Quality, Teaching, Learning & Assessment	✓		22.07.2019
Adam	Thomas	Director of Student Services	✓		28.05.2019
Phil	Trilloe	Head of School Sport & Public Services		<ul style="list-style-type: none"> <li>Wife, Lindsay Trilloe, Reception Team, Solihull College &amp; University Centre</li> </ul>	24.07.2019
Kam	Virdee	Head of School Business & Administration	✓		13.09.2019
Philip	Watson-Smith	Assistant Head of Visual Arts & Media		<ul style="list-style-type: none"> <li>Senior External Moderator – University of Arts London Awarding body [Jan 2019]</li> <li>Standards Verifier Dance – Pearson Awarding body [Sept 2012]</li> <li>Dance teacher – CHB Performing Arts [Sept 2014]</li> </ul>	12.08.2019
Elaine	Watton	Head of IT Projects and Systems Development	✓		04.06.2019
Dave	Wedgbury	Additional Needs Manager	✓		24.05.2019

Punam	Weekes	Additional Needs Support Tutor	✓		24.05.2019
Rosa	Wells	Executive Director Employment & Skills and Institute of Technology [IoT]		<ul style="list-style-type: none"> <li>• Daughter of Lindsey Stewart, Deputy Principal &amp; Stratford Chief Operating Officer</li> <li>• Standards Verifier Pearson</li> <li>• Member of Royal Aeronautical Society</li> </ul>	15.08.2019
Sandra	White	Head of Foundation and School Partnerships	✓		11.07.2019
Sally	Whitehead	Head of English and the English & Maths Hub		<ul style="list-style-type: none"> <li>• Daughter, Flora Whitehead, employed as Central Data Administrator, Solihull College &amp; University Centre</li> </ul>	24.05.2019
Kate	Williams	Management Accountant	✓		24.06.2019
Mary	Younan	Senior Development Manager – Professional & Management Studies		<ul style="list-style-type: none"> <li>• HE Advance Reviewer for the National Teaching Fellowship scheme [July 2018]</li> <li>• Independent Apprenticeship Assessor on the HE Team for the Chartered Institute of Management (paid) [Sept 2018]</li> <li>• Trailblazer Group Member for the Chartered Institute of Marketing Level 4 Standards [June 2019]</li> <li>• Consultant for Level 7 Management Qualification – Chartered Management Institute [June 2019]</li> </ul>	21.06.2019

April 2019

Dear All

## MANAGEMENT REPRESENTATIONS AND DECLARATION OF INTERESTS 2019

This process is part of the external audit of the College, which takes place in the Autumn term. We are required to confirm to the Auditors the existence or otherwise of:

- Breaches of laws and regulations;
- Actual or suspected frauds;
- Existence of related party transactions; and
- Details relating to gifts received.

**In order to comply, this form has to be completed and returned by all budget-holders, managers and other staff members, with financial responsibility or involvement in awarding contracts for services to the College.**

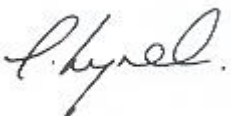
Could you please complete the two-page form attached, reading the explanatory notes to each section [pages 3-5], and signing at each shaded box where relevant. You may complete the Management Representation and Declaration of Interests form electronically, using an electronic signature in all the appropriate sections, or part-complete electronically and sign manually at all required sections.

- Forms can be either be returned **electronically** to :  
[governance@solihull.ac.uk](mailto:governance@solihull.ac.uk)
- or by hard copy, marked for the attention of Theresa Lynch, Clerk to the Corporation c/o the Principal's Office – and please return it to the Principal's Office at Blossomfield [or the Principal's Office at Stratford for staff based there].

The Staff Register of Interests is compiled each year from individual Declaration of Interests forms. If you declared interests in 2018 these are attached for your information in a summary table - and you are asked to confirm whether your interests remain the same on the current form [page 2]. If this is the first time that you have declared any interests, please complete the form as per the guidance notes. The Staff Register of Interests is one of the documents made available to the public by being posted to the main College website in the Governance section.

**Forms should be returned by May / June** and your assistance with this is much appreciated, so that information can be collated before the start of the next academic year.

Yours sincerely



**Theresa Lynch**  
Clerk to the Corporation  
Tel: 0121 678 7041  
Mobile: 07772 843804  
[theresa.lynch@solihull.ac.uk](mailto:theresa.lynch@solihull.ac.uk)  
[governance@solihull.ac.uk](mailto:governance@solihull.ac.uk)



## Management Representations and Declaration of Interests

Name [please print] :	Date :

**1. Law and Regulations (ISA 250)** (International Standard on Auditing)  
 1.1. The Bribery Act 2010

<b>I have read and understand the statement below relating to the Bribery Act 2010.</b> Signed: _____ If aware of any potential breaches of the Bribery Act 2010, please give details below: _____ _____ _____
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1.2 Please indicate if you are aware of any potential breach of law/regulations which are relevant to the College's business. **Please strikethrough or delete one of the white boxes, sign and give details if applicable.**

<b>I am <span style="border: 1px solid black; padding: 0 2px;">aware</span> / <span style="border: 1px solid black; padding: 0 2px;">not aware</span> of any potential breaches of laws and regulations</b> (including in relation to the Bribery Act 2010). This relates to items which could have a financial impact in excess of £10,000* on the financial statements for the year ended 31 <sup>st</sup> July 2019. <i>[Please strike out the words as appropriate].</i> Signed: _____ If aware, please give details below: _____ _____ _____
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**2. Fraud (ISA 240)** (International Standard on Auditing)  
 Please indicate whether you are aware of any actual or suspected frauds which are relevant to the College.  
**Please strikethrough or delete one of the white boxes, sign and give details if applicable**

<b>I am <span style="border: 1px solid black; padding: 0 2px;">aware</span> / <span style="border: 1px solid black; padding: 0 2px;">not aware</span> of any actual or suspected frauds.</b> This relates to items which could have a financial impact in excess of £10,000* on the financial statements for the year ended 31 <sup>st</sup> July 2019. <i>[Please strike out the words as appropriate].</i> Signed: _____ If aware, please give details below: _____ _____ _____
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**3. Related party transactions (ISA 550)** (International Standard on Auditing)  
 Please indicate whether you are aware of any transactions affecting yourself and the College which could be classified as related party transactions (see guidance below). **Please strikethrough or delete one of the white boxes, sign and give details if applicable**

<b>I am <span style="border: 1px solid black; padding: 0 2px;">aware</span> / <span style="border: 1px solid black; padding: 0 2px;">not aware</span> of any related party transactions.</b> <i>[Please strike out the words as appropriate].</i> Signed: _____ If aware, please give details below: _____ _____ _____
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**4. Business Gifts**

Please indicate whether you have received any gifts or excessive hospitality from organisations relating to College business in the year to 31<sup>st</sup> July 2019. **Please strikethrough or delete one of the white boxes, sign and give details if applicable**

I  **received** /  **did not receive** any gifts or excessive hospitality received from external organisations. *[Please strike out the words as appropriate].*

Signed: \_\_\_\_\_

If received, please give details below: \_\_\_\_\_

**5a. Staff Register of Interests – 2019**

Please see your entry on the Staff Register of Interests for 2018 attached [if you have previously declared any interests]. Please indicate below whether this remains the same for 2019 or whether there are any additions or changes.

Nature / Description of Interest	Date Interest disclosed	Date Interest changed / ceased

***Please tick just ONE of the three statements below, then sign, date & return the form via email or by hard copy [as per details on the cover letter attached] for the attention of the Clerk to the Corporation, Solihull College***

<input type="checkbox"/> I have read the guidance overleaf & have no interests to disclose.	
<input type="checkbox"/> I have read the guidance overleaf & the interests registered are unchanged.	
<input type="checkbox"/> I have read the guidance overleaf & have disclosed changes / additions / cessations above.	
Signed _____	Date _____

***Please note that if the interests declared change at any time the changes should be communicated to the Clerk to the Corporation [governance@solihull.ac.uk]***

**5b. Third party declaration in relation to Register of Interests**

If you have declared an interest relating to a third party (e.g. a partner or family member), it is important that we obtain their consent to release this information. Therefore, please ask the third party to sign and print their name and date in the box below. If you are disclosing more than one third party in please make further copies of this page for additional third parties to sign.

Name: _____
Signed: _____
Date: _____
Relationship to staff member <i>(including consultants or equivalent contracted to the College to provide professional services)</i> : _____

## NOTES:

ISA - International Standard on Auditing

### Question 1 Law and Regulations (ISA 250) – The Bribery Act

The Bribery Act 2010 (“the Act”) came into force on 1<sup>st</sup> July 2011 and all staff (including consultants or equivalent contracted to the College to provide professional services) involved in financial or contracting decisions should be aware of its implications. The Act prohibits offering, giving, soliciting or accepting any financial or other advantage (personal or business) which could encourage any person to perform their functions or activities improperly or reward that person for already having done so. An example of this might be seeking to influence a decision-maker by giving some kind of extra benefit to that decision-maker rather than by what can legitimately be offered as part of a tender process.

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### Question 2 Fraud (ISA 240)

Guidance in respect of fraud is contained within ISA 240. Key definitions are reproduced below:

- ISA 240 defines fraud as: *‘An intentional act by one or more individuals among management, those charged with governance, employees, or third parties, involving the use of deception to obtain an unjust or illegal advantage.’*
- ISA 240 also states that: *‘The primary responsibility for prevention and detection of fraud rests with those charged with governance and with management.’*
- ISA 240 considers two types of fraud: Financial reporting fraud – deliberate misstatement of the financial statements of the College; and misappropriation fraud – eg theft of assets etc.

Taking into account the definitions of fraud above, you are required to consider whether you are aware of any actual or suspected fraud.

\* All irregularities or potential breaches of law/regulations of any amount should be reported promptly to your line manager, the Vice Principal Finance, or the Clerk to the Corporation, as appropriate.

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### Question 3 Related Party Transactions

The Companies Act 2006 imposes a requirement to disclose in the financial statements of companies, details of transactions between a company and a director or persons connected with a director. In addition **FRS 102** requires disclosure of transactions with directors of the reporting entity, ultimate and intermediate parent undertakings or persons related to those directors. This should be seen as giving an indication of best practice within the College, with members of the Board and senior management being effectively treated as directors.

The comments set out below are intended for general guidance only. If there is any doubt as to whether a transaction or arrangement requires disclosure, advice should be sought from the Vice Principal, Finance in the first instance.

The types of transactions that require disclosure are contracts and transactions in which a Corporation Member or senior manager of the College, or persons connected\* with that person have a material interest. This would include partnership arrangements. Under **FRS 102** the transaction’s significance to the individual would need to be considered and there are no exemptions for transactions in the normal course of business on arm’s length terms.

*\*Connected persons* - The term “connected person” as applied by the Companies Act 2006 includes a governor’s / director’s spouse; children under 18 years old; another company associated with the governor / director; a trustee of a trust under which the governor / director, his family (his spouse and children under 18 years old) or an associated company may benefit; and a partner of the governor / director or persons connected as above.

In addition under **FRS 102** related persons include:

- members of the close family of the governor / director (family members and members of the same household who may be expected to influence that person); and
- partnerships, companies, trusts or other entities in which any governor / director, or member of the close family of any governor / director have a controlling interest.

Again, within the context of the College, Corporation members and the senior management are deemed to be equivalent to company directors for this purpose.

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#### **Question 4 Business Gifts or Excessive Hospitality**

Gifts and hospitality are commonplace in many organisations. It is important, however, to ensure that they are appropriate and are in line with the Code of Ethics and Conduct for Staff and Governors.

- Staff should take care not to be influenced (nor give the impression of being influenced) by the offer of any gift, favour or hospitality when engaged on College business;
- Any gifts, rewards or benefits offered (either directly or indirectly) by work of the College must be refused, except for a) small, occasional gifts up to the value of £10 (e.g. calendars and /or diaries) and b) gifts up to a value of £30 offered to staff and Governors to acknowledge contribution as part of their duties to particular events (e.g. acting as host to recognised visitors to the College). Gifts are defined as items of value other than monetary payments;
- Gratuities or inducements should not be accepted or solicited under any circumstances. Gratuities are monetary payments other than fees;
- Staff should exercise discretion in accepting or offering hospitality. It may be acceptable following agreement by the Principal (or by the Chair of Corporation for hospitality for the Principal), provided that it is reasonable, occasional and does not unfairly influence or could be seen to influence decision on for example placing orders or contracts. A register will be kept by the governance team.
- Staff and Governors should not offer or give any gifts, rewards, improper benefits or inducements in connection with the work of the College or seek in any way to encourage anyone to carry out their functions or activities improperly except for small gifts properly authorised by a member of the Senior Leadership Team (SLT);
- College policy on standards of conduct for Governors and staff including policies on gifts, gratuities and hospitality, is set out in the Code of Ethics and Conduct for Staff and Governors.

Any gifts or hospitality received from external companies, partners or other organisations should be declared annually (see also Financial Regulations, section 17.1).

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#### **Question 5 Register of Interests**

The Code of Ethics and Conduct for Staff and Governors applies to all employees of the College. Copies of the Code of Conduct can be obtained from Human Resources or on the Staff Hub – HR / Policies and Procedures. If there is any difficulty in complying with the code, the member of staff should discuss the matter with his or her manager, the Clerk to the Corporation, the Vice Principal HR & Student Services or the Principal.

The Code requires employees to disclose interests as set out below. Further guidance may be obtained from the Clerk to the Corporation.

**Disclosure of Interests:**

1. Any interest, financial or otherwise, which could be perceived or is likely to influence or interfere with the judgement of a member of staff, should be disclosed in writing to the Clerk to the Corporation.
2. Disclosure is voluntary, except for managers and other post holders involved with the supply of services or goods (including decisions or advice on contracts and partnerships) and for any other post holders designated by the Principal.
3. Staff should also declare any interests, which, as far as they are aware, spouses or partners, children, own/spouse/partner's close relatives (e.g. father, mother, sibling, step-child, grandchild or those living in same household or dependent) may have. Consider whether members of the public, knowing such information, could reasonably conclude that the relevant interest might influence a judgement.
4. If a member of staff is related to a contractor engaged by the College or has any pecuniary interest, direct or indirect, in connection with any supplier, contract, proposed contract, partner or other matter, he/she **must** notify the Clerk to the Corporation in writing of the potential conflict of interest and take no part in the matter. Information gained in the course of work must not be used for personal gain or to the advantage of relatives or friends.
5. Where there is a personal relationship between a member of staff and a student, the member of staff should inform his/her manager and make arrangements to ensure that there is no conflict of interest, bias nor unfairness. Alternative arrangements should be considered for assessment, tutorials and meeting the student's learning needs.
6. Where there is a personal relationship between a member of staff and an applicant for an appointment at the College, the relationship should be disclosed to the Human Resources Manager. The member of staff should not take part in making the appointment.
7. The register of staff interests will be open for public inspection.

Staff/members are in the best position to decide what business interests are relevant and should be disclosed. However, they may find it helpful to consider whether any particular interest should be disclosed by reference to the following headings, which are set out as general guidelines:

Category of interest	Information to be disclosed
Paid employment	Name of employer
Self employment	Names of significant customers/clients accounting for more than say, 10% of income of individual or firm
Directorships of commercial companies	Name of companies
Significant shareholdings	Name of companies in which the member/staff member owns 5% or more of the issued share capital
Partnerships in business, or professional partnerships	Details of partnerships
Consultancies, whether paid or not	Details of Consultancy
Elected office	Name of authority
Trusteeships or participation in the management of charities and other voluntary bodies	Name of body
Public appointment (paid or unpaid)	Name of body
Membership of professional bodies and trade or other associations	Name of body
Provision of goods and services to the College	Details of provision
Any other relevant interest	As necessary

You should provide the same information if known, in respect of your spouse or partner, children or other close relative (e.g. living in the same household of a dependant). You should ask yourself whether members of the public, knowing such information, would reasonably conclude that the relevant interest might influence your judgement.

For each organisation where you have an interest, also disclose whether to your knowledge the organisation has any dealings with the College.