

Register of Interests

Declaration Form

Name:

1. <u>Public Appointments</u>	Remuneration £ p.a.	Approx Time Commitment
2. <u>Directorships</u>	Remuneration £ p.a.	Approx Time Commitment
3. <u>Remunerated employment, office, profession, etc</u>	Remuneration £ p.a.	
4. <u>Gifts, benefits and hospitality</u>	Estimated Value £	

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5. Land and property

6. Shareholdings

7. Political Activity

8. Miscellaneous

9. Conflict of Interest Declaration

Further to the information provided above, do you have any actual or potential conflicts of interest you wish to declare in relation to your role as a Committee Member/senior officer?

Yes / No (Delete as appropriate)

If Yes, please provide details below

Signed: _____

Date: _____

Register of Interests

Guidance for completion

In order to achieve the maximum degree of openness and impartiality, NILGOSC maintains a Register of Committee Members' and Officers' Interests. Committee Members and senior officers (Secretary and Deputy Secretary) are required to register their interests on appointment and, thereafter, at the beginning of each financial year. The Register is available for inspection by appointment at NILGOSC's offices. Committee Members' registered interests are also published on the NILGOSC website, in accordance with the Freedom of Information Act (2000).

The Register follows the model used by the Northern Ireland Assembly. Where there are no interests to declare this should also be recorded. The main purpose of the Register of Committee Members' and Senior Officers' Interests is to provide information of any financial interests or other material benefit which might reasonably be thought by others to influence the actions of a Member or Officer. Provision is also made for the registration of non-financial interests that may be considered relevant. The Register specifies eight categories of registrable interests that are described below; however, there is a more general obligation upon members and senior officers to keep the overriding principle of the Register in mind when declaring their interests.

Entries on the Register should give a clear description of the nature and scope of the interests declared and each member is responsible for his or her own entry. It is the responsibility of Committee members or senior officers to ensure that their declaration is accurate and complete. Individuals should notify changes in their registrable interests within 30 days of the change occurring; an addendum form is available on the Committee Handbook section of the website or on request from the Governance Team.

Categories of Registrable Interests

The Declaration Form for the registration of interests is divided into eight categories, which are represented by the following headings:

1. Public Appointments

In this section members should record any public appointment they hold and details of any remuneration or expenses received. The appointment to the NILGOSC Committee is a public appointment and should be disclosed here.

2. Directorships

In this section members are required to register any remunerated directorships they hold in public or private companies. The requirement extends to directorships which are themselves unremunerated but where the companies in question are associated with or are subsidiaries of a company in which the member holds a remunerated directorship. Members are also required to register the amount of any remuneration they receive and the average hours spent in respect of each relevant entry.

3. Remunerated employment, office, profession, etc

This is the category for registering any employment, office, trade, profession or vocation which is remunerated or in which the member has any financial interest. Members are also required to register the amount of any remuneration they receive and the average hours spent in respect of each relevant entry.

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4. Gifts, benefits and hospitality

This section is for the registration of any gift or material advantage received by the member or the member's partner from any source, which in any way relates to membership of the Committee. Any gifts or hospitality received from the Committee's advisors, investment managers or other third parties contracting or seeking to contract with NILGOSC should be disclosed in this section. An indicative value of the gift or hospitality received should be recorded in respect of each relevant entry.

5. Land and property

The requirement in this section is to register any land or property, owned solely or jointly with a third party, either within or outside Northern Ireland, of substantial value or from which substantial income is received, other than any used solely for the personal residential purposes of the member, the member's partner or a dependent child.

6. Shareholdings

In this section members are required to register shareholdings and/or beneficial interests held by the member, either personally, or with or on behalf of the member's partner or dependent children, in any public or private company or other body where the nominal value of the shares/beneficial interest is:

- a) greater than one per cent of the issued share capital of the company or body; or
- b) less than one per cent of the issued share capital but more than £25,000.

7. Political Activity

In this section members should record membership of any political party and details of any office held with that party.

8. Miscellaneous

In this section members should register any financial or non-financial interests that do not clearly fall within any of the above categories but which they consider to be relevant to the Register's purpose. Members should also register membership of any occupational pension scheme in this category.

9. Conflicts of Interest Declaration

In this section members should declare whether they consider they have any actual or potential conflict of interest in relation to their role as a Committee member. Guidance on conflicts of interest is provided within the *Committee Members' Code of Conduct* and in the Pension Regulator's *Code of Practice 14: Governance and Administration of Public Service Pension Schemes*.

10. Further Assistance

If you require any further assistance with completion of the form, please contact the Governance Team on 0345 3197 320 or at governance@nilgosc.org.uk.