

Declaration of Interest



For completion by all permanent, part-time, temporary, fixed-term contracts, agency staff and interims

Declarations of interest protects employees, temporary staff and contractors from allegations that they are abusing their position. This declaration is designed to identify any conflict between your private interests and your duty to Ealing Council and avoid any situation arising that could undermine public confidence.

The form should be fully completed and returned to your line manager, even if you have nothing to declare. Depending on your answers additional information or clarification may be requested.

Your <u>full</u> name	
Job title	
Directorate	Children's and Adult Services
Department	Ealing Music Service

Do you work for <u>another</u> employer (paid or unpaid)?	
Are you self-employed?	
Do you carry on any other business? e.g. property landlord, sole trader, partnership, unlimited company etc Please give details on page 2 at section 2.	
Are you involved with a company registered at Companies House? e.g. Company Secretary, Director, etc.	
Is there anything else that might be considered a conflict of interest? i.e. involving family members, friends, associates etc.	
Do you receive any gifts/hospitality?	

Declaration

I understand the requirements placed on me as by the Council regarding potential conflicts of interest.

I understand that the incoming Bribery Act will make it a criminal offence to give, promise or offer a bribe and to request, agree to receive or accept a bribe either at home or abroad.

The information I have given on this form is true and complete to the best of my knowledge and I will notify the Council through my line manager of any changes as and when they occur.

I understand that:

- Failing to disclose relevant information or notify changes may lead to disciplinary action being taken against me;
- The information provided on this form is confidential;
- The information may be used in accordance with relevant legislation for the prevention or detection of fraud and to ensure public confidence in the Council.

Declaration of Interest



Name	
Signature	
Date	

Declaring staff: Please pass the completed form to your line manager

For completion by line manager

If any of the questions overleaf have been answered 'YES' you should establish if there is a risk of a conflict of interest, and take and record any necessary action to manage that risk. If you require any advice or guidance on action to be taken please contact Audit & Investigation by e-mail to fraudreferrals@ealing.gov.uk

1. If any questions answered 'YES', record details here:
2. Potential risk identified:
3. Record of action taken to manage risk:

I have considered the information supplied on this form, made all necessary enquiries and recorded the outcome above.

Line manager name	Yogesh Dattani		
Line manager signature			