From: Claire Taylor  
Email: C.L.Taylor@kent.ac.uk  
Date: 2 February 2021  
To: Directors of Divisions and Professional Service Departments  

Subject: Register of Interests in 2020/2021

I should be grateful if you would draw this matter to the attention of staff in your Division/Department.

Acting in accordance with the Higher Education Code of Governance and Office for Students Audit requirements, the University Council has established a Register of Interests for members of Council and for all staff. It is at the discretion of individual members of staff what, if any, interests they declare. It should be noted, however, that declaration provides a protection for the University and individuals against any possible allegations of impropriety.

For the purposes of the Register an interest is defined to be any financial or other personal interest an individual may have in any relationship or proposed relationship between the University and an external body. This would include consultancy, employment, directorship or other activity within a commercial concern, shareholding, or membership of statutory and public authorities. Other education establishments and companies with which the University has an actual or potential business relationship should also be included.

The following documents can be accessed on the Council Secretariat website at https://www.kent.ac.uk/governance/register-of-interests/Declaration-of-Interests-Policy.html

1. Policy on Declaration of Interest  
2. Policy on Personal Benefit  
3. Declaration Form for University Staff

All staff are invited to submit new or updated declarations for incorporation in the 2020/2021 Register. Such declarations should be sent to Claire Taylor, as PA/Secretary for Governance and Assurance by the end of February so the new Register can be compiled. Any subsequent updates during 2020/2021 to be updated in 2021/2022.

We will be pleased to provide confidential advice to any member of staff on this matter.

Dr Sinead Critchley  
Director for Governance and Assurance (Secretary of the Council)