



ADPH London Terms of Reference

The London Association of Directors of Public Health (ADPH London) represents Directors of Public Health (DsPH) in London's 32 London borough councils, the City of London and the Greater London Authority, supporting them to improve and protect the health of their local populations. Formed shortly before the transition of public health services from the NHS to local authorities in 2013, ADPH London is the regional network of the Association of Directors of Public Health (ADPH) in the UK and a key part of the wider health and care system in London.

Aims and Purpose

The London Association of Directors of Public Health aims to improve health and reduce inequalities across London. We achieve our aims through the following three strategic objectives:

- 1. Sharing & Learning:** To provide DsPH and other public health stakeholders a dedicated forum for mutual support, information sharing, problem solving and sector-led improvement.
- 2. Collaboration & Coordination:** To work together to address public health issues that are best tackled on a pan-London basis, ensuring efficient use of resources and enhancing the ability of boroughs to meet their responsibilities.
- 3. Advocacy & Influence:** To raise the profile of public health, health inequalities and wider determinants in London. Communicating through a shared voice, providing expert advice and influencing policy.

Values and ways of working

The following agreed values and principles underpin the ADPH London programme and our ways of working.

- Working collaboratively to tackle shared challenges, avoid unnecessary duplications and increase ability to leverage greater benefits or influence than by working independently.
- Being agile and responding quickly to new priorities and using our forums and platforms to rapidly inform, gather and mobilise the public health community.

- Providing support within and across the public health systems to build and maintain trusting relationships with stakeholders.
- Ensuring our input is of high quality and our work is based on best evidence and practice.

Membership

London local authorities: All substantive London local authority DsPH confirmed in post are invited to be members, as well as those DsPH that are interim on a long-term basis.

Strategic regional authority: The GLA Group Director of Public Health at the Greater London Authority (GLA) is invited to be member, with proviso that the post-holder will not represent the network on issues where there is a conflict of interest between the GLA and London boroughs, nor be eligible to stand as Chair or Vice-Chair of the network.

Sector Led Practice Improvement

As a group, DsPH will take collective responsibility for the continual improvement of local public health outcomes across the sector, in line with the ADPH UK model for improvement set out at Appendix 1.

Hosting and Funding

To ensure the ADPH London programme delivers its agreed objectives, all London member organisations will pay a contribution towards the programme costs including staffing, hosting and agreed activities. The Head of Programme will set an annual budget which is signed off by the Leadership Team.

All contributions to the programme will be proportional to the size of that local authority's public health grant allocation, currently 0.06%. The GLA contribution will be an average of the local authority contributions. The GLA will not contribute to collaborative commissioning arrangements for public health services that are the responsibility of local authorities, in line with the GLA Act, however they may part fund a pan-London shared programme.

The ADPH London programme is hosted by London Borough of Haringey, as set out in the Memorandum of Agreement.

For shared programmes with funding attached, the budget may be transferred to the local authority of the lead DPH, under a Memorandum of Understanding (MOU) between that local authority and ADPH London c/o Haringey Council. All financial transactions will be conducted in line with the Contract Standing Orders of the host borough.

All members will support the principle that the host authority should not incur any material costs from hosting the programme office, and that any such costs should be funded from the ADPH London budget. Haringey will charge a hosting fee for the services which ADPH London uses based on the FTE of the programme staff.

The Head of Programme manages the ADPH London budget, with the support of Haringey Finance. The budget is kept in a separate cost-code and is ring fenced for ADPH London activities only. The Leadership team (Chairs and Vice Chairs) will receive regular financial reports. The following are the authorisation levels for **expenditure** within agreed budget limits.

Head of Programme	Up to £10,000 e.g. venue hire,
Chair and Vice-Chairs /Leadership team	Up to £50,000 e.g. small practice improvement projects
Full ADPH London	£50,000 and above e.g. shared programmes

Shared Programmes

One of ADPH London's core objectives is to work together to address public health issues that are best tackled on a pan-London basis, ensuring efficient use of resources and enhancing the ability of boroughs to meet their responsibilities. To meet this objective, every year local authorities can contribute to a range of Shared Programmes.

While the sovereignty of each local authority is recognised, and it is acknowledged that on occasion they may face local constraints that affect participation in specific initiatives, we would hope that such instances should remain the exception. In such circumstances, non-participating boroughs will not be required to directly fund a project. The collective strength of ADPH London lies in the shared commitment of all member authorities to support and contribute to the pan London initiatives, recognising that consistent and collaborative engagement is essential to achieving our shared public health goals across the region.

The minimum number of participating authorities to proceed with a project will be determined on a case-by-case basis; a rule of thumb is that at least two thirds (or 22 out of 33) of the local authorities should support the initiative, or 23 out of 34 for projects part-funded by the Greater London Authority. There may also be cases where ADPH London supports projects which are of benefit to the whole of London but are only funded by a smaller cluster of Local Authorities.

Non-participating authorities will accept however that some of the wider programme resources to which they have contributed, such as the programme team's capacity and discussion time at ADPH London meetings, may be indirectly allocated towards supporting these projects. Participation later may require contribution towards the earlier development costs of that initiative. This will be kept under review by the Chair(s) and Vice-Chair(s).

Relationship to Association of Directors of Public Health (UK)

ADPH regional networks should always uphold and comply with the requirements of the ADPH (UK) Constitution, particularly regarding the purpose and objectives, equal opportunities, codes of conduct and good governance practices.

Two DsPH, normally a Chair or Vice Chair, will represent ADPH London on the ADPH UK Council, attending the regular council meetings, providing advice on issues to be pursued nationally and updating on London activities.

Regional networks should follow ADPH UK protocols – for example relating to policy development, sponsorship, and use of logo. They may use the ADPH logo for non-contentious correspondence and nationally agreed policy documents.

Relationship with other bodies

ADPH London works closely with other stakeholders in the London public health system. This includes but is not exclusive to:

London Councils; UK Health Security Agency (UKHSA); Office of Health Inequalities & Disparities (OHID) London; NHSE London; Health Education England – London; Faculty of Public Health – London committee; Other local government officer professional networks, including Chief Executives of London Committee (CELC), Association of London Directors of Children’s Services (ALDCS), London Association of Directors of Adult Social Services (ADASS), London Heads of Housing. Local Government Association (LGA) regional advisors and Transformation Partners in Health and Care (TPHC).

Business Meetings & Away Day

ADPH London annually organises quarterly business meetings and an away day to review programme progress, provide peer support, problem solve and agree common approaches. Dates will be set in advance and the agenda and papers shared at least 4 working days before. Any items brought to the meeting by external organisations should have a ‘sponsoring’ DPH. Agendas are agreed by the Leadership Team.

DsPH that cannot attend any meetings are welcome to delegate to a deputy, who is authorised to take decisions on their DPH’s behalf.

In addition to regular DPH meetings and the away day, additional events may be organised to enable networking and development. These may be open to public health consultants and other partners as appropriate.

Decision making

As a collaborative body, ADPH London will seek to operate by consensus. All new proposals will be discussed initially by the Leadership Team (and the Theme Lead if appropriate). For financial decisions or significant changes to a programme/policy, all DPH Members will be consulted via Teams Online Survey. DsPH will have a minimum 2 weeks to cast their vote.

For quorum, at least two thirds of DsPH must respond to a voting survey for a decision to be made. This is 22 out of 33 local authorities, or 23 out of 34 authorities where the decision is within scope of activity part-funded by the GLA.

Where consensus by all members cannot be reached, support from over 50% of the whole membership is needed for a decision to be taken. No decisions can be taken which override the sovereignty of individual member authorities.

Leadership and governance

The ADPH London programme is overseen by a Leadership Team, including the Head of Programme, and the elected Chair (or 2 x Co Chairs) and up to 3 Vice Chairs. Responsibilities for these roles are set out in Appendix 2.

Tenure: The period of office for each role will be for no less than one year, with no more than two years between elections, unless otherwise agreed by a quoracy of DsPH.

Eligibility to stand: Those members who are permanently employed or on a long term (two years or greater) secondment as a DPH in a London local authority and whose organisations have committed to pay the ADPH London subscription(s) for that financial year, are eligible to stand as Chair or Vice-Chair. Incumbents are permitted to stand again.

Eligibility to vote: Those members who are employed either substantively or on an interim basis as a DPH in one of the 34 London local or regional authorities, whose ADPH London subscription(s) has been paid, are eligible to cast one vote in elections. In boroughs where the position is fulfilled by more than one person, a joint vote is required for elections. Candidates are eligible to vote. Where a DPH leaves and another starts during an election process, only one DPH may cast a vote, and the first vote received will be recorded.

Election process: The elections process will be managed by the ADPH London programme office. Eligible candidates may put themselves forward following a call for nominations. At least two weeks' notice will be given for nominations. All eligible DsPH will be asked to vote for their preferred candidate using a short online survey. Where there is only one candidate, voters will be asked to vote on whether they are in favour or against electing that candidate. At least two weeks' notice will be given.

Individual votes will be received by the programme office but treated anonymously and the result will be issued by email. The quorum for elections is two thirds of those eligible to vote. Where the quorum is not met, the election will be re-run. The candidate who receives the highest number of votes cast will be elected. Where there is only one candidate, the candidate will be appointed where the number of DsPH in favour of electing that candidate is greater than those against.

Recording and reporting of election results: The ADPH London programme office will record and report to members; the number of eligible voters, turnout, and the split of votes.

ADPHL Lead Roles

ADPH London is committed to ensuring DsPH have a voice and are represented on shared public health agendas. As part of our workforce priority, there is also a commitment to support the development of future leaders. To support various workstreams DsPH, consultants or senior PH Practitioners may be asked to take on a 'Lead' role. The individual will be chosen either to specifically represent other DsPH or because they are subject

specialists in a particular topic area. Each request for a Lead will be considered on a case-by-case basis.

The role may involve; leading or sponsoring a particular project or initiative on behalf of the network, line managing an officer working within the programme, or providing a senior level strategic perspective at pan-London meetings. Regular feedback will be collected to understand the contribution of the Lead roles. Guidance for Lead roles is in Appendix 3.

Declarations of Interest

Individual members of ADPH London, its programme staff and anyone representing ADPH London will declare any interest that they have, or may be perceived to have, in relation to the exercise of the functions of ADPH London. All declarations should be made in writing to the Chair / Co Chairs and the programme office as soon as members become aware of it, and in any event, no later than 28 days after becoming aware.

The ADPH London programme office will hold and maintain an electronic register of conflicts and potential conflicts of interest of; the members of the group, programme office staff, and any others as identified. The ADPH London Declarations of Interest Policy is set out in Appendix 4.

Use of Artificial Intelligence (AI) at ADPH London Meetings

To protect confidentiality and maintain a safe space for open discussion, AI bots and assistants are not permitted at ADPH London meetings.

ADPH London manages its own recording and transcription processes and will always inform attendees at the start of a meeting. The use of external AI tools may compromise this control and is therefore prohibited.

If you use an AI assistant for accessibility reasons, please contact us in advance of any meeting, to agree how we can assist you.

Haringey Council has recently added an extra layer of security for all external organisations joining MS Teams meetings to prevent automated bots/AI accounts from joining meetings. To join meetings, external participants need to use the web browser version of MS Teams and need to have MFA enabled on their accounts.

This document is reviewed every two years, or when necessary.

Reviewer: Anna Martinez, ADPH London Head of Programme

Date Reviewed: 19 March 2026

Date of next review: 18 March 2028

Appendices

Appendix 1: Practice Improvement/Sector Led Improvement

As leaders for public health, ADPH is fully committed to sector led practice improvement as the model for improving health outcomes for all citizens. Sector-led improvement is not inspection or regulation. Its methods are collaboration, peer support and challenge and not judgement or performance management.

ADPH supports the principles originally set out in [LGA's "Taking the Lead"](#) and in [Practice Improvement in Public Health | ADPH](#).

Councils are responsible for their own performance and improvement and for leading the delivery of improved outcomes for local people in their areas. Councils are primarily accountable to local communities (not government or inspectorates) and stronger accountability through increased transparency helps local people drive further improvement. Councils have a collective responsibility for the performance of the sector, as a whole.

The underlying principle for ADPH is that each DPH should be fully aware of the performance of public health in their area. This provides a baseline for improvement, which is best achieved when a council's approach to delivering good public health outcomes is supplemented by collective responsibility for improvement, through sharing good practice and peer challenge, through ADPH regional networks.

DsPH will work collaboratively as peers to support each other's improvement. They will bring together local and national support where this is necessary and available. They will make full use of published information and use an evidence-based approach. Transparency will be encouraged.

ADPH is committed to respond when significant underperformance of public health functions within councils is identified. Within available resources, ADPH will arrange offers of support for improvement through the relevant ADPH regional network. If concerns about a council public health function are identified through SLI, ADPH will share these with the relevant DPH.

If there is evidence of continuing significant performance risk, ADPH, through the regional lead for SLI, will share this with the regional LGA Principal Adviser, to provide context and ensure any council wide issues are identified. Where the risk of significant underperformance involves complex or sensitive matters, the ADPH Board will take the lead for ADPH.

ADPH will not make judgements about council (or DPH) performance. ADPH may contribute information towards a judgement through engagement in peer challenge or where there is evidence that individuals in vulnerable situations are at risk. ADPH will advise the LGA Principal Adviser in exceptional circumstances where performance risks could lead to review by the regulator.

Through close working with the LGA, PHE and DH, ADPH will develop ground rules for sharing information and intelligence, based on the following principles:

- The individual council and DPH will be aware that information is being shared.
- Any concerns will be specific, and evidence based.
- Information is treated in confidence and not shared more widely than necessary to address any issues.

Appendix 2: Roles and Responsibilities for ADPH London Chair and Vice-Chairs

Responsibilities of the Chair

- Provide leadership and strategic vision to ADPH London and the Programme Office, to enable it to fulfil its core purpose
- Maintain a high level of awareness of strategic public health issues affecting London and ADPH London members
- Develop and maintain strategic relationships, including with the Chief Executives of London Committee (particularly with the lead Chief Executive for Health), other London borough professional Associations, London Councils, OHID London, UKHSA London, NHSE London, and the GLA.
- Be the spokesperson of ADPH London as appropriate, representing ADPH London
- Consult with ADPH London constituency representatives, to maintain and develop close relationships and joint working with ADPH UK including membership of the ADPH UK Council.
- Take overall responsibility for directing the work of ADPH London, based on agreed priorities with members and in response to emerging issues
- Be accountable for the operation and management of ADPH London. This includes supervision of and support to the ADPH London Head of Programme.
- Ensure ADPH London works effectively, with good collaboration between its members, encouraging and supporting the development of partnership working between partner agencies, including any sub-groups or officer networks
- Adhere to confidentiality in respect of ADPH London or individual member business
- Ensure that a successor is found before their term of office finishes, supported through the ADPH London Programme Office

Responsibilities of the Vice-Chairs

- Attend and participate in the Leadership team meetings
 - Assist and support the Chair in the provision of leadership to ADPH London, the management of strategic relationships and direction of the programme
 - Chair meetings when the Chair is unavailable. For regular meeting a chairing rota will be set up.
 - Deputise for the Chair in any other matter related to Chair responsibilities, as appropriate
- Adhere to confidentiality in respect of ADPH London or individual member business.

Appendix 3: Lead Roles within ADPH London

We are committed to ensuring that local authority public health is represented throughout London's public health system, and ADPH London Leads are a vital part of how we work and communicate. This voluntary role is wide ranging and may involve leading, sponsoring or chairing a particular programme or network, or providing a senior level strategic perspective at pan-London meetings. Regular feedback will be collected to understand the contribution of the Lead roles. Each request for a lead role is considered by the Leadership Team on a case-by-case basis. Every year we publish [a list of current active leads](#).

To support Leads, ADPH London office will:

- Facilitate the initial introduction with the network/board which is requesting representation. The ADPH London office is responsible for tracking and managing any requests for input or representation at a London level. Any changes should be advised to office@adphlondon.org.uk.
- Provide opportunities for the Lead to update the Leadership team and DPH on discussions and progress.
- Arrange additional support from other Lead or DsPH if necessary.

Role and responsibilities of ADPH London Lead Roles:

- Attendance: Ensure regular attendance at meetings of the groups. If you are not able to attend, to identify a delegate – either from within their local team, or by asking other DsPH (and briefing them in advance).
- Representation: Be clear when speaking with an ADPH London 'hat', that of their local borough or as a public health professional. Provide input to ensure that the work of the group has the appropriate 'reach' across the London local authority public health system and considers local government perspectives and priorities.
- Feedback: Regularly update DsPH and seek wider DPH.
- Communication: Maintain good communication with ADPH London.
- Advise ADPH London when they are no longer able to commit time to this activity, and handover any relevant information or documents to their successor.

Representatives are not expected to:

- Be the only conduit for communication of that group with the borough public health teams – if a matter requires local discussion or buy-in across local public health teams, this will be discussed at the Leadership Team.
- Provide the 'formal' or 'official' communications link between the group/board they attend and London DsPH and wider London local authorities- this is the responsibility of the group/board.
- Agree to any decisions on behalf of all boroughs without having the relevant buy-in or mandate from DsPH via the Leadership team.

Appendix 4: Declarations of Interest Policy

Individual members of ADPH London, its programme staff and anyone representing ADPH London will declare any relevant interest that they have, or may be perceived to have, in relation to the exercise of the functions of ADPH London. All declarations should be made in writing to the co-Chairs and programme office, as soon as members become aware of it and in any event no later than 28 days after becoming aware. The functions of ADPH London include any decision making by ADPH London, or the representation of the views or members of ADPH London.

Where an individual is unable to provide a declaration in writing, for example, if a potential conflict becomes apparent in the course of a meeting, they will make an oral declaration and provide a written declaration as soon as possible thereafter.

Categories of conflicts of interest

There are a number of different types of conflicts of interest that individual professionals involved in the activities of ADPH London might have or might be perceived to have. These activities include decision-making, and, as a professional network, also in representing the position of ADPH London.

The types of potential conflict include:

- **Direct financial interest** - for example, as a result of holding an office or shares in a private company or business, or a charity or voluntary organisation that may do business with ADPH London, or benefit from a decision of ADPH London.
- **Indirect financial interests** - for example when a close relative or other key person benefits from a decision of the ADPH London.
- **Non-financial or personal interests** - where individuals receive no financial benefit but are influenced by external factors such as gaining some other intangible benefit or kudos, for example, through awarding contracts to friends or personal business contacts.
- **Conflicts of loyalty** - for example individuals may owe a primary duty to some other person or entity, such as a particular professional body, society or special interest group, or a conflict of interest on a particular issue due to their own experience or that of a family member.

Any consideration of potential conflicts of interest should also include being aware of the employing organisation's policy on politically restricted posts.

If in doubt, the individual concerned should assume that a potential or perceived conflict of interest exists and seek advice from the Chair and programme office.

Scope

This process applies to:

- **Members of ADPH London:** all Directors of Public Health employed either on an interim or substantive basis by a London local authority, and the Group Director of Public Health for the Greater London Authority (GLA).

- **Any other person representing ADPH London or involved in ADPH London business:** for example, those representing ADPH London on a regional network or board, or participating in ADPH London meetings, subgroups or task and finish groups.
- **Programme Staff:** substantive, interim or seconded employees undertaking work on behalf of the ADPH London programme.

Out of Scope

Service providers are not under the scope of this policy, on the basis that they are not involved in either decision-making or representing the network.

Networks / Communities of Practice (CoP)

ADPH London host a number of thematic networks and communities of practice comprised of members from LA public health teams and partner organisations. Whilst the interests of individual members of that network are not expected to be captured during the process below, if any declarations are made during a meeting this should be recorded in the minutes.

Declaring an interest

The declarations of interest form Appendix 4a shows the form for recording conflicts of interest and potential conflicts of interest for an individual member, employee or person undertaking work on behalf of **ADPH London**. The information provided will be processed in accordance with data protection principles as set out in the UK General Data protection Regulation (UK GDPR) and the Data Protection Act 2018. Data will be processed only to ensure that conflicts of interest are identified and do not affect decision making through ADPH London. Signing the declaration form will also signify that you consent to your data being processed for the purposes set out in this policy.

There are several mechanisms for making a declaration of interest. These include:

1. **During induction** - new staff members and DsPH will be invited as part of their induction to declare any interests and receive the declarations of interest policy.
2. **At meetings** – If once a meeting agenda has been shared, a member identifies a conflict of interest, they must either contact the Chair/Co-Chairs and programme office in advance of the meeting or declare this interest at the beginning of the meeting. They should state which agenda item the potential conflict of interest relates to and the nature of that conflict.

Any declarations of interests, and arrangements agreed in any meeting of the ADPH London, or its sub-groups, will be recorded in the minutes.

3. **When expressing an interest in a new lead role** – DsPH or those representing a network or workstream will be invited to declare any relevant interest when expressing an interest in taking on a new role representing the network.
4. **Review** – The full register of interests will be reviewed every 2 years. Members, employees and those representing ADPH London will be sent the policy and form to complete.

Registering conflicts of interest

The ADPH London programme office will hold and maintain **an electronic register** of conflicts and potential conflicts of interest of; the members of the regional network, programme office staff, and any others as identified. The electronic register will capture all the details declared on the conflicts and potential conflicts of interest form and additionally include details on the history of the conflict / potential conflict including the agreed arrangements for the management of the conflict and the expired date and circumstances of the conflict / potential conflict.

Accountability for the maintenance of the ADPH London electronic register, including scanning and secure storage of the source declaration forms sits with the ADPH London Head of Programme, who ensures that details of any conflicts / potential conflicts of interest are recorded within 28 days of the declaration.

Managing a declared interest

Overarching approach:

The ADPH London Chair / Co Chairs will review new conflicts of interest as these arise, and consider how any conflicts will be managed, including whether any are material or significant and present any issues in an individual participating or undertaking in decisions on particular activities within the network, and/or representing the network.

Where an interest is significant or when the individual or a connected person has a direct financial interest in a decision, or where there is a risk that an interest may be perceived to present a material conflict, the individual should not take part in the discussion or vote on the item. The Chair of the meeting may also ask that a member leaves the room if they have a significant interest or a direct financial interest in a matter under discussion.

Where new or previously undeclared conflicts are declared at the start of a meeting, the Chair of the meeting will determine how any declared conflicts should be managed and inform the member of their decision. The Chair of the meeting may require the individual to withdraw from the meeting or part of it, and the individual concerned will comply with these arrangements.

Where the Chair of any meeting of ADPH London, including any sub-groups or networks, has an interest, previously declared or otherwise, in relation to the scheduled or likely business of the meeting, they must make a declaration, and they should not chair for that particular item. Another Vice Chair, DPH or appropriate officer will act as Chair for the relevant part of the meeting.

Failure to declare a conflict of interest

If any member or employee fails to declare an interest, or participates in a decision making or representation process where special favour is shown to unfairly award a contract, or abuse their official position or knowledge for the purpose of benefit to themselves, family or friends, then after investigation, if upheld will result in appropriate disciplinary action for gross misconduct (for directly employed staff), referral to the individual's relevant employing body and /or appropriate professional regulatory body.

Communication

ADPH London aims for full transparency and will ensure that all employees, decision-makers and those representing the network are aware of the existence of this policy. This will be through, for example:

- Introduction to the policy during local induction for new starters.

- An annual reminder of the existence and importance of the policy via internal communication methods.
- A reminder every two years to update declaration forms sent to all members, followed by a review of the register of interest by London DsPH.

Security and confidentiality

Declarations of interest will be stored securely (electronically), and access will be restricted to ADPH London staff, who are bound by their responsibilities as Haringey employees to abide by the provisions of the Data Protection Act 2018. Access may also be made available to those with a legitimate need, such as requests made under the Freedom of Information Act 2000 (FOIA).

Retention and Deletion

Records of declarations of interest will be retained from the date of the initial recording to the point where a new declaration of interest is recorded (approximately every 24 months), Where a member ceases their membership or employment within ADPH London, information will be stored for a maximum of 3 years from the date they are no longer associated with ADPH London.

Staff should also refer to their respective professional codes of conduct relating to the declaration of conflicts of interest.

ADPH London will view instances where this policy is not followed as serious and may take disciplinary action against individuals as appropriate, which may result in removal from elected positions.

Monitoring, Audit and Evaluation

The policy will be reviewed every two years as part of the review of the ADPH London Terms of Reference, but reminders will be sent annually.

Appendix 4a: Declaration of Interest Form

PERSONAL DETAILS	
Name (please PRINT)	
Organisation:	
Position within ADPH London: 1. ADPH London member 2. Programme office staff 3. Other	

Type of Interest	Details (if no interests to declare please state 'none')	Personal interest or that of a family member, close friend or other acquaintance?
Directorships, including non-executive directorships, held in private companies or PLCs.		
Ownership or part-ownership of private companies, businesses or consultancies likely or possibly seeking to do business with ADPH London.		
Shareholdings (more than 5%) of companies in the field of health and social care.		
Positions of authority in an organisation (e.g. charity or voluntary organisation) in the field of health or social care.		
Any connection with a voluntary or other organisation contracting for public services.		
Research funding/grants that may be received by the individual or any organisation they have an interest or role in.		
Any other commercial interest in a decision before a meeting at which the member is present.		
Interests in pooled funds that are under separate management (any relevant company included in this fund that has potential relationships with ADPH London colleagues must be declared).		

Type of Interest	Details (if no interests to declare please state 'none')	Personal interest or that of a family member, close friend or other acquaintance?
Any other role or relationship which the public could perceive would impair or otherwise influence the individual's judgement or actions in their role within ADPH London.		

Privacy Statement

The information provided will be processed in accordance with data protection principles as set out in the Data Protection Act 2018. Data will be processed only to ensure that conflicts of interest are identified and do not affect decision making through ADPH London. The information provided will not be used for any other purpose.

The information you provide will be stored securely on the ADPH London network, which is on the Haringey Council network. Access to the information you provide will be restricted to ADPH London staff, who are bound by their responsibilities as Haringey Council employees to abide by the provisions of the Data Protection Act 2018.

Information will be stored for 3 years from the date that you leave your position with ADPH or are no longer associated with ADPH London.

To the best of my knowledge and belief, the above information is complete & correct. I undertake to update as necessary the information provided and to review the accuracy of the information provided regularly and no longer than annually.

Signed.....

Date.....