

**DECLARATION OF INTEREST --- CHECKLIST FOR ASSISTANCE OF MEMBERS**

**Name: Councillor**

**Cabinet/Council/Committee:**

**Date:**

**Item No:**

**Item Title:**

**A Member with a personal interest must disclose the existence and nature of that interest.**

**A Member with a prejudicial interest must withdraw, must not exercise executive functions in relation to the matter and must not seek to improperly influence a decision.**

*Please tick relevant boxes*

*Notes*

	<b>General (<u>not</u> at overview &amp; scrutiny)</b>		
1.	I have a <b>personal interest</b> in the matter but it is <u>not</u> <b>prejudicial</b> .		<i>You may speak and vote</i>
2.	I have a <b>personal interest</b> in the matter and it <u>is</u> <b>prejudicial</b> .		<i>You cannot speak or vote and must withdraw <u>unless</u> you have also ticked 3(a) (b) (c) (d) (e) (f) (g) or 4 below</i>
3.	I regard myself as <u>not</u> having a <b>prejudicial interest</b> in the matter as it relates to:-		
(a)	another Relevant Authority of which I am a Member;		<i>You may speak and vote</i>
(b)	another Public Authority in which I hold a position of general control or management;		<i>You may speak and vote</i>
(c)	a body to which I have been appointed or nominated by the Council as its representative;		<i>You may speak and vote</i>
(d)	the Housing functions of the Council where I hold a tenancy or lease with the Council, and I do not have arrears of rent of more than 2 months and those functions do not relate particularly to my tenancy or lease.		<i>You may speak and vote</i>
(e)	the functions of the Council in respect of school meals, transport and travelling where I am a guardian or parent of a child in full time education and it does not relate particularly to the school which the child attends.		<i>You may speak and vote</i>
(f)	Statutory sick pay where I am in receipt of such pay from the Council.		<i>You may speak and vote</i>
(g)	Members Allowances		<i>You may speak and vote</i>
4.	A Standards Committee dispensation applies.		<i>See the terms of the dispensation</i>

**“Personal Interest”** means

The matter relates to your entries in the Register of Interests,  
or

A decision upon the matter might reasonably be regarded as affecting to a greater extent than other council tax payers, ratepayers or inhabitants of the Council’s area, the well-being or financial position of yourself, a relative or a friend or :-

- (a) any employment or business carried on by such a person;
- (b) any person who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are Directors;
- (c) any corporate body in which such persons have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or
- (d) any body listed under the definition of body below in which such persons hold a position of general control or management.

**“relative”** means a spouse, partner, parent, parent-in-law, son, daughter, step-son, step-daughter, child of a partner, brother, sister, grandparent, grandchild, uncle, aunt, nephew, niece, or the spouse or partner of any of the proceeding persons; and **“partner”** means a member of a couple who live together.

**“Prejudicial Interest”** means

The interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice the member’s judgement of the public interest.

**“Relevant Authority”** See section 49 (6) of the Local Government Act 2000 e.g. County and Parish Councils.

**“Public Authority”** advice is awaited from DTLR, it would include a health trust, a health authority, the governing body of a school.

**“Body”** here means

- (a) a body to which you have been appointed or nominated by the Council as its representative;
- (b) a public authority or body exercising functions of a public nature;
- (c) a company, industrial and provident society, charity, or body directed to charitable purposes;
- (d) a body whose principal purpose includes the influence of public opinion or policy;
- (e) a trade union or professional association.

**A Member with a personal interest who has made an executive decision in relation to that matter must ensure any written statement of that decision records the existence and nature of that interest.**

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