



## LOCALISM ACT 2011

### MEMBERS' CODE OF CONDUCT

### REGISTER OF MEMBERS' INTERESTS

Name of Authority: .....

Councillor's Full Name: .....  
**(include all Middle Names)**

Address: .....  
 .....  
 .....

Email (not essential): .....

**WLDC HAS A LEGAL DUTY TO PUBLISH YOUR COMPLETED REGISTER OF INTERESTS FORM ON OUR WEBSITE FOR PUBLIC VIEWING.**

In accordance with your Authority's Code of Conduct for Members you are required to provide details of any interests that you and your spouse/partner/civil partner have in relation to any of the following within 28 days of being appointed or elected. Guidance notes on completing this form are attached.

Please answer all parts, stating specifically whether or not you have an interest. Members must provide sufficient detail of each interest so that a member of the public would be able to know the sort of financial or other interest a member has.

**If you do not have an interest of the kind stated in each section you must declare "None" – do not leave any section blank**

#### **PART 1 – FINANCIAL INTERESTS (PECUNIARY)**

##### **(A) EMPLOYMENT, BUSINESS TRADE OR PROFESSION**

	Self	Spouse/Partner/Civil Partner
Description, job, trade or business carried on by me <b>(you do not need to disclose the amount of income)</b>		
Name of employer		
Name of any firm in which I am a partner		
Name of any company in which I am a remunerated Director		

**(B) SPONSORSHIP**

	<b>Self</b>	<b>Spouse/Partner/Civil Partner</b>
Name of any person or body (other than this Council) who has made a payment to me in respect of my election, or any expenses incurred by me in carrying out any duties. <b>(This should include your Political Party and/or Agent but does not include the Council from whom you receive a Members' Allowance)</b>		

**(C) INTERESTS IN COMPANIES OR SECURITIES**

	<b>Self</b>	<b>Spouse/Partner/Civil Partner</b>
Name of any corporate body who has a business or land in the Council's area and in which I have a beneficial interest in a class of securities of that body which exceeds the nominal value ( <b>not market value</b> ) of £25,000 or 1/100 <sup>th</sup> of the total issued share capital of that body ( <b>which is the lower</b> )		

**(D) CONTRACTS WITH THE COUNCIL**

	<b>Self</b>	<b>Spouse/Partner/Civil Partner</b>
Description of all contracts for goods or services made with the Council and either myself as an individual or with a company of which I am a director or partner or in which I have an interest as described in (C) above. <b>(Briefly state the nature of the contract(s) – you do not need to state its value or the detail).</b>		

**(E) LAND OR BUILDINGS IN THE COUNCIL AREA**

	<b>Self</b>	<b>Spouse/Partner/Civil Partner</b>
List of any property or land in which I have a beneficial interest as owner, lessee or tenant <b>(This should include where you live. Please give the full address/location to enable land to be identified);</b>		

**(F) CORPORATE TENANCIES**

	<b>Self</b>	<b>Spouse/Partner/Civil Partner</b>
Address or other description (sufficient to identify the location) of any land where the Council is the landlord and the tenant is a firm in which I am a partner, remunerated director or which falls within the description in (C) above;		

**(G) LICENCES TO OCCUPY LAND OR BUILDINGS**

	<b>Self</b>	<b>Spouse/Partner/Civil Partner</b>
Address or other description (sufficient to identify the location) of any land or building(s) in which I have a licence (alone or jointly) to occupy for 28 days or longer;		

**PART 2 – OTHER INTERESTS**

	<b>Self</b>
List of any membership of or position of general control or management in any:	
(a) Body to which I have been appointed or nominated <b>by the authority</b> as its representative;	
(b) Public authority or body exercising functions of a public nature;	
(c) Company, industrial and provident society, charity or body directed to charitable purposes;	
(d) Body whose principal purposes include the influence of public opinion or policy <b>(This includes any Political Parties and any over arching political organisation);</b>	
(e) Trade union or professional association;	

**Notes:** This notice must be returned either within 28 days of the Authority's Local Code of Conduct being adopted or **within 28 days** of your election or appointment to office.


A Member **must within 28 days** of becoming aware of any change to the interests specified above provide written notification to the Monitoring Officer of that change.

A separate register of members' interest form is required for each Authority that you may be a member of.

I recognise that I have a legal duty to complete this form, and that I must not:

1. Omit any information that ought to be given in this notice.
2. Provide information that is materially false or misleading.
3. Fail to update this information as my circumstances change.

I am aware that I must, within 28 days of becoming aware of any changes to the interests specified in parts 1 and 2 above, provide written notification to the District Council's Monitoring Officer of that change.

Signed  ..... Date .....

[Privacy Notice](#)

## Notes to Register of Interests

### General

You should complete the register with sufficient detail to identify clearly what the interest is.

Do not use abbreviations, initials or acronyms.

You are personally responsible for the accuracy of the contents of the register.

You are in breach of the code if an interest is not registered with sufficient clarity.

Please mark “none” on the register if you have no interest to register in any category.

**Your completed Register of Interests form will be published on our website for public viewing. However, if you feel you have an interest which, if disclosed on a public register, could lead to yourself or another person connected to you being subjected to violence or intimidation, then you must disclose this as a sensitive issue to the Monitoring Officer and need not declare on this form. You must discuss this matter with the Monitoring Officer in the first instance.**

The following notes relate to the interests as numbered on the register.

### Part 1 Disclosable Pecuniary Interests

The Localism Act 2011 created specific criminal offences in relation to the disclosure of pecuniary interests (Part 1 of this form). It is a criminal offence to –

- Fail to register a Disclosable Pecuniary Interest (DPI) within 28 days of election or re-election.
- To take part in the debate or vote at any meeting where you have a registered or unregistered DPI.
- Fail to declare at a meeting and/or to take part in the debate or vote, if you are aware you have a DPI which is not yet registered or notified to the Monitoring Officer.
- If you have declared an unregistered DPI at a meeting, to fail to register that within 28 days of that declaration.
- Provide false or misleading information in relation to any registration or to be reckless as to its accuracy.
- Take any steps or further action on matter in you have a DPI other than referring it elsewhere.

In each case without reasonable excuse, and you recognise any such failure is a direct contravention of the Localism Act 2011 and a criminal offence; and may be investigated by the Police and referred to the Director of Public Prosecutions. You understand that upon conviction a person *may* be fined up to a maximum of £5,000 and/or disqualified for a period of up to 5 years from being or becoming (by election) or otherwise) a Member or co-opted Member of any other relevant authority.

### (A) (i) – (v)

You should include not only your interests but also the interests of your spouse or civil partner, a person with whom you are living as husband or wife or a person with whom you

are living as if they were a civil partner, so far as you are aware of the interests of that person.

Include all employments, whether full or part time, identifying the nature of each employment by use of job title or trade, occupation or profession.

Include the name of the person or body employing you. If you are a director, give the name of the body or company appointing you. Include for all directorships.

**(B)**

Include the name of the political party, or other person or body that has made a payment to you for election expenses. Include the name of any person or body (other than the authority) making any payment to you for expenses incurred by you in carrying out your duties as a member (eg travelling expenses).

**(C)**

If you own shares or other form of equity in a company or other body which has a place of business within the authority's areas or owns land or property in the authority's area, you will need to consider whether the interest is to be included. Identify the nominal value; this is the amount of the shares indicated on the certificate, not the market value. If this exceeds £25,000, you need to register the name of the company or body. If this is less than £25,000 but the holding is more than 1% of the total issued share capital, you need to register the name of the company or body.

**(D)**

You must include a clear description of the contract with the authority with which you, your firm, your company or a company or body registered under section 1 (c) above, is a party.

**(E)**

You must include a clear description sufficient to identify land you register. Land includes property and buildings on land and you should include the postal address. Beneficial interest includes freehold and leasehold (tenancy) interests and any legal rights you may have over property, for example a right of way or an option to purchase.

**(F)**

Include here any land or property leased (tenanted) from your authority by yourself, your firm or company, or body registered under 1 (c) above

**(G)**

This includes grazing agreements, allotments, garage licenses and other short term arrangements to use your authority's land or property.

## **Part 2 (a) – (e)**

List all bodies (external to the Authority i.e. not committees or sub-committees of the authority) to which you have been appointed by the authority. Give the full name of the body (not initials or acronyms). Appointments or nominations may include local committees and charities, partnerships and companies in which the authority is involved and other related organisations. Include nominations to regional and national bodies such as local authority associations.

Include any public bodies of which you are a member (e.g. school governor, health authority, government agency, other non profit organisation in the public sector).

Include any charity of which you are trustee or member and any non profit making body such as a cultural, sporting environmental or social association, club or organisation.

Include the name of any political party of which you are a member, any national or local body operating as a pressure group and any trade union or trade association.