

## DECLARATION OF INTERESTS – GUIDANCE NOTES

The following guidance notes are intended to assist members in determining the nature of their interests at meetings. The following information should not be considered as a replacement for knowledge of the [Code of Conduct](#), which can be found at Part 5 of the Council's Constitution.

### **DISCLOSABLE PECUNIARY INTERESTS**

**These are interests that directly affect the financial position of members or their partner or spouse.**

A members' interest may be a disclosable pecuniary interest if a decision is likely to affect the employment, employers, businesses, shares, land or property owned or rented, or an ongoing contract of a member or their partner or spouse.

Disclosable pecuniary interests must be declared. Members with disclosable pecuniary interests must withdraw from the meeting and leave the room during the relevant item. Members must not take part in any discussion or vote, or attempt to influence the decision.

If the interest is not already declared in the register of interests, members should notify member services so that it can be amended accordingly.

**In certain circumstances members may receive a dispensation for their disclosable pecuniary interests. Please contact member services for further information.**

### **OTHER PECUNIARY INTERESTS**

**These are interests that indirectly affect the financial position of members or their partner or spouse.**

A members' interest may be a pecuniary interest if a decision is likely to affect any employer or body that has appointed the member or their partner/spouse, or any contract between the Council and the member or the member's business that has ended in the last 12 months.

An interest may also be a pecuniary interest if it could be reasonably considered to financially benefit the member or their partner/spouse more so than the majority of council tax payers or inhabitants of the ward affected by their decision.

Pecuniary interests must be declared. It is at the members' discretion if they should withdraw from the meeting or not. If it is felt that a member of the public with knowledge of the relevant facts would consider the interest so significant that it would prejudice the member's judgement, then the member should leave the room and not take part in any discussion or vote. Otherwise members may remain in the meeting, debate and vote as usual.

### **NON-PECUNIARY INTERESTS**

**These are interests that are unlikely to significantly affect the financial position of members.**

A members' interest may be a non-pecuniary interest if it relates to a body that the member has been appointed to by the Council; a public, charitable or political body of which the member is in a position of management; or the interests of a person the member has received a gift from.

An interest may also be non-pecuniary if it could reasonably be considered to affect the wellbeing of the member or their partner/spouse more so than the majority of other council tax payers or inhabitants of the ward affected by the decision.

Non-pecuniary interests must be declared. However, members may remain in the meeting, debate and vote as usual.

# DECLARATION OF INTERESTS – GUIDANCE CHART

