

COUNCILLOR DECLARATION OF INTERESTS

IMPORTANT NOTE – PLEASE READ BEFORE COMPLETING THE FORM

1. The form is divided into two parts; Part A - Disclosable Pecuniary Interests (DPI's) and Part B - Other Registerable Interests (ORI's).
2. Failure to register or disclose a DPI with the Monitoring Officer within 28 days of election, re-election or co-option, or providing false or misleading information about a DPI is a criminal offence.
3. Read the note within each section of the form *before* completing that section.
4. The term "your council" means the Council of which you are a member and in respect of which you are completing this form.
5. If you are a member of more than one council, complete a separate form for each one.
6. You alone are *personally* responsible for the accuracy of your declarations of interest.
7. Your declarations of interest will be shown on a *public* register published on your Council's website (if it has one) and Stratford-on-Avon District Council's (SDC) website.
8. Unless stated to the contrary, interests to be declared include those of your spouse or civil partner, or those of a person with whom you are living either as husband /wife or as if you are civil partners, in each case where you are aware that the other person has the interest.
9. Interests of your spouse, civil partner or equivalent are *not* shown separately in the public register.
10. Write clearly, avoid using abbreviations or acronyms, enter "None" in any box where there is nothing to be declared, and ensure you sign and date the form.
11. If in doubt about whether something should be included on the form, seek initial advice from your parish clerk (for town/parishes) or the Monitoring Officer (for SDC).
12. Remember to keep your register of interests up to date, as this is a legal duty.
13. Inform the Monitoring Officer monitoring.officer@stratford-dc.gov.uk when your interests change and complete a new form if required to do so.
14. National guidance on DPI's has been published by the Department for Communities and Local Government:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/240134/Openness_and_transparency_on_personal_interests.pdf
15. Following disclosure of an interest *not* on the public register or the subject of a pending notification, you must notify the Monitoring Officer of the interest within 28 days of the date of disclosure.
16. Where disclosure of an interest could lead to you, or a person connected with you, being subject to violence or intimidation, details will be excluded from the public register. Contact the Monitoring Officer if you need to discuss this subject.

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Your Name (BLOCK CAPITALS)	
Your Council	

Your Declaration

"I give notice that I have set out below the Disclosable Pecuniary Interests required to be notified to the Monitoring Officer of Stratford-on-Avon District Council under the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, and other registerable interests as required by my Councils code of conduct."

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PART A – DISCLOSABLE PECUNIARY INTERESTS (DPI'S)

1) Employment, office, trade, profession or vocation

You must include details of "any employment, office, trade, profession or vocation carried on for profit or gain."

Note: Include a short description of the activity: for example, "Farmer" or "Teacher". Give the name of any employer, e.g. the company which pays your salary or wages. If an office is held, state the name of the person or body who made the appointment. A basic or special responsibility allowance for your council is not considered to be a DPI.

Member/co-opted Member	Spouse, civil partner or equivalent

2) Sponsorship

You must include details of "any payment or provision or any other financial benefit (other than from your Council) within the last 12 months of any expenses incurred by you in carrying out your duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992."

Note: Allowances received from another Council should be declared here, as well as election expenses.

Member/co-opted Member	Spouse, civil partner or equivalent
	Not applicable

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3) Contracts

You must include details of “any contract between you, or your spouse, civil partner or equivalent, or a body in which either of you have a beneficial interest, and the council of which you are a member or co-opted member under which goods or services are to be provided or works are to be executed; and which has not been fully discharged.”

Note: State the name of the contractor and describe the contract.

Member/co-opted Member	Spouse, civil partner or equivalent

4) Land and Property

You must include details of “any land which is within the area of your Council in which you or your spouse, civil partner or equivalent have a beneficial interest.”

Note 1: “Land” excludes an easement, servitude, interest or right in or over land which does not carry with it a right for you or your spouse, civil partner or equivalent (alone or jointly with another) to occupy the land or to receive income.

Note 2: Give the address or a brief description to identify the land and property. Include your home address as owner, lessee or tenant.

Member/co-opted Member	Spouse, civil partner or equivalent

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5) Licences

You must include details of, "any land which is within the area of your Council for which you hold a licence (alone or jointly with others) to occupy for a month or longer."

Note: Give the address or a brief description to identify the land.

Member/co-opted Member	Spouse, civil partner or equivalent

6) Corporate Tenancies

You must include details of "any tenancy where (to your knowledge) the landlord is the council of which you are a member or co-opted member and the tenant is a body in which you or your spouse, civil partner or equivalent have a beneficial interest."

Note: A body in which you have a beneficial interest means a firm in which you/they are a partner, or a corporate body of which you/they are a director, or in the securities of which you/they have a beneficial interest. "Director" includes a member of the committee of management of an industrial and provident society.

Member/co-opted Member	Spouse, civil partner or equivalent

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7) Securities

You must include "details of any beneficial interest of you or your spouse, civil partner or equivalent in securities of a body where:

- That body (to your knowledge) has a place of business or land in the area of the council of which you are a member or co-opted member, and either;
- the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
- if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you or your spouse, civil partner or equivalent have a beneficial interest exceeds one hundredth of the total issued share capital of that class."

Note 1: "Securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Note 2: You do not have to show the extent of your interest.

Member/co-opted Member	Spouse, civil partner or equivalent

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PART B – OTHER REGISTERABLE INTERESTS

8) Membership or Management of certain bodies

You must register: -

- a) Any body of which you are a member or are in a position of general control or management, and to which you are nominated or appointed by your local authority
- b) Any body of which you are a member or in a position of general control or management and which: -
 - Exercises functions of a public nature
 - Is directed to charitable purposes, or
 - Includes as one of its principal purposes influencing public opinion or policy (including any political party or trade union)

Member/co-opted Member	Spouse, civil partner or equivalent
	Not applicable

9) Gifts and Hospitality-For Information Only

As a councillor, you will need to register with the Monitoring Officer: -

- any gift or hospitality received with a value of at least £50, within 28 days.
- Any significant gift or hospitality offered but refused.

Note: *There is a separate form to complete, obtainable from the Monitoring Officer. This does not apply to a spouse or partner. Do exercise caution in accepting gifts or hospitality offered to you because you are a councillor. The presumption should be not to accept significant gifts or hospitality. You don't need to register gifts and hospitality that are not related to your role as a councillor e.g. Christmas gifts from friends and family. If in doubt, contact the Monitoring Officer.*

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Signed – Councillor	
Date	

Signed – Monitoring Officer	
Date	

Document Control

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Ownership of Document	Monitoring Officer