

Rotherham Metropolitan Borough Council

Notification of Disclosable Pecuniary Interests & Personal Interests Under Section 30 of the Localism Act and the Council's Code of Conduct

EXPLANATORY NOTES

The Localism Act 2011 and the Council's Code of Conduct require you to register the financial and other interests you have which are specified in the Code.

You should use the attached form to declare any interests which you have to register under the Code. When you have filled the form in, please return it to Jacqueline Collins, Monitoring Officer. The register will then be maintained by the Director of Legal and Democratic Services at Riverside House, Main Street, Rotherham, S60 1AE and published on the Council's website.

Should you have any sensitive information that you consider should not be published in the register please consult the Monitoring Officer.

IMPORTANT

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.

If you would like more information about your duties under the Code of Conduct and the types of interest you have to declare, please contact the Monitoring Officer.

NOTES FOR FILLING IN THE FORM

Each note corresponds with the internal box number for that note on the form

Disclosable Pecuniary Interests

These interests include both your interests and those of –

- your spouse or civil partner,
- a person with whom you are living as husband and wife, or
- a person with who you are living as if you are civil partners

and you are aware that that other person has the interest.

However the disclosure in respect of sponsorship relates to your own interests only.

Box 1 – Employment, etc.

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Include all employments, whether full or part time.

Box 2 - Sponsorship

Include the name of the political party or other person or body that has made a payment to you in respect of your election expenses.

Include the name of any person or body (other than the Council) making any payment to you for expenses incurred by you in carrying out your duties as a member (e.g. travelling expenses)

Box 3 - Contracts

You must include a clear description of any contract with the Council to which you, your firm, your company or a company or body registered in box 7 of the form, is a party. You should say what the contract is for and give the start and finish dates.

Box 4 - Land

You must clearly describe the land registered in box 4. "Land" includes property and buildings on land and you should include the postal address. This will include your home if you live in the Council's area. "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.

Box 5 - Licenses

This includes grazing agreements, allotments, garage licences and other short term arrangements to use the Council's land or property.

Box 6 – Corporate Tenancies

Insert in details of any land or property leased or rented from the Council by you, your firm or company, or anyone you have registered in box 7 of the form who is the Council's tenant.

Box 7 - Securities

If you own shares or other forms of equity in a company or other body which has a place of business within the Council's area, or own land or property in the Council's area, you will need to consider whether the interest is to be included. Identify the nominal value of your shares (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 to which the shares relate. If this is less than £25,000 but the shares you hold are more than 1% of the total issued share capital for the company, you need to register the name of the company or body. You do not need to show the financial amount of your interest.

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Personal Interests

These relate only to you and not to a spouse, civil partner or someone with whom you live as such.

Box 8

List all the bodies (external to the Council, i.e. not committees or sub committees of the Council) to which you have been appointed by the Council. Give the full name of the body (not acronyms or initials) If in doubt, ask Debbie Bacon, Senior Democratic Services Officer, for the list. Appointments or nominations may include local committees and charities, area assembly executive groups, partnerships and companies in which the Council is involved, and other related organisations. Include nominations to regional and national bodies such as local authority associations.

Box 9

- (a) Include any public bodies of which you are a member (e.g. a parish council, school governing body, health authority, government agency, other non profit organisation in the public sector, local committee).
- (b) Include any charity of which you are a trustee or member and any non profit making body such as a cultural, sporting, environmental or social association, club or organisation.
- (c) 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.
- (d) Include all private clubs and societies of which you are a member.

Box 10

This requirement is not intended to cover gifts and hospitality received by you in your private capacity (i.e. not as a member). The requirement covers gifts and hospitality received by you as a member. With some hospitality, for example, weddings and special events, you will need to consider in what capacity you are involved. You are advised to register all gifts that you accept as a member, and all hospitality (other than incidental refreshment of modest nature). You must register the nature and approximate value of the gift and hospitality, and the person or body giving it. You should register it as soon as possible after receiving it. Make sure you indicate the date when you register as this is important to determine how long you will need to disclose the receipt of the gift or hospitality in the event of any business of the Council relating to it. (three years from the date of registration).

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GENERAL NOTE

You are reminded that you must, within 28 days of becoming aware of any change to any of the interests you have registered or acquiring a new registrable interest, provide written notification to the Monitoring Officer of Rotherham Borough Council, Riverside House, Main Street, Rotherham, S60 1AE.

Jacqueline Collins

Monitoring Officer
Rotherham Metropolitan Borough Council
20th July 2012.