

# BRAINTREE DISTRICT COUNCIL

## Register of Member's personal interests Required under paragraph 13 of the Code of Conduct for Members

Please read the attached notes when completing this register.

Name \_\_\_\_\_

<b>1</b> Any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority.	
<b>2</b> Any body— (aa) exercising functions of a public nature; (bb) directed to charitable purposes; or (cc) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union), of which you are a member or in a position of general control or management.	
<b>3</b> Any employment or business carried on by you.	
<b>4</b> Any person or body who employs or has appointed you.	
<b>5</b> Any person or body, other than a relevant authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties.	
<b>6</b> Any person or body who has a place of business or land in your authority's area, and in whom you have a beneficial interest in a class of securities of that person or body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital (whichever is the lower).	
<b>7</b> Any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph 6.	

<b>8</b> Any person from whom you have received a gift or hospitality with an estimated value of at least £25.	
<b>9</b> Any land in your authority's area in which you have a beneficial interest.	
<b>10</b> Any land where the landlord is your authority and you are, or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph <b>6</b> is, the tenant.	
<b>11</b> Any land in the authority's area for which you have a licence (alone or jointly with others) to occupy for 28 days or longer.	

I confirm that I have set out above next to the appropriate headings my interests which I am required to declare under the Local Government Act 2000 and that I have put "None" where I have no such interests.

I recognise that it can be a breach of the Code of Conduct for Members to:

- omit information that ought to be given in this notice;
- provide information that is materially false or misleading;
- fail to give further notices in order to :
  - bring up to date information given in this notice
  - declare an interest that I acquire after the date of this notice and have to declare.

I note that I must within 28 days of becoming aware of any changes to the interests specified above, provide written notification to the Monitoring Officer of that change.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

RECEIVED

Signed: \_\_\_\_\_

Proper Officer of Braintree District Council

Date: \_\_\_\_\_

## Notes to Register of interests

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

1. List all the 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 acronyms or initials) If in doubt, ask your Monitoring Officer/ Democratic Services Officer/Clerk for the list. 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.
2. 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, local committee)  
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.  
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.
3. Include all employments, whether full or part time, identifying the nature of each employment by use of job title or trade, occupation or profession.
4. 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.
5. 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. (e.g. travelling expenses)
6. 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 area 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.

7. 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 6 above, is a party.
8. 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 authority relating to it. (three years from the date of registration)
9. 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.
10. Include here any land or property leased (tenanted) from your authority by your self, your firm or company, or body registered under 6 above.
11. This includes grazing agreements, allotments, garage licences and other short term arrangements to use your authority's land or property.