

MEMBER'S SIGNATURE

Date	
Member's Name <i>(Capitals – in Full)</i>	
Member's signature	

NOTIFICATION OF CHANGE OF CIRCUMSTANCES

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 at the Council Offices, Blaby District Council, Narborough, Leicester, LE19 2EP

RECEIPT BY MONITORING OFFICER

Date received by the Council	
Signature of Monitoring Officer	

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CODE OF CONDUCT **REGISTRABLE INTERESTS**

(i) 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
This will include, for example, outside body appointments by the Council.

(ii) 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;
*(bb) Freemasonry – the Standards Board for England advice is:-
Freemasons who are members of the Grand Charity must register membership of the Grand Charity in their Register of Members' Interests. If an individual lodge is one which has charitable status or could be described as a body directed towards charitable purposes, then membership of that lodge would also need to be registered.
(cc) This will include membership of a political party as well as membership of any pressure group or other organisation which includes lobbying as one of its principal purposes.*

(iii) Any employment or business carried on by you;
Give a short description of every employment, office, trade, profession or vocation that you have to declare for income tax purposes, for example "Plasterer" or "Nurse".

(iv) Any person or body who employs or has appointed you;
*If you are an employee, you should give the name of your employer. If employed by a company, give the name of the company paying your wages or salary, not that of the ultimate holding company.
Where you hold an office, give the name of the person or body which appointed you. In the case of a public office, this will be the authority which pays you. In the case of a teacher in a maintained school, the local education authority; in the case of an aided school, the school's governing body*

(v) 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;
*You should declare the name of any person(s) who has/have made any payments to you towards your expenses as a councillor or towards your election expenses. You do not need to declare the amounts of any payments: only the name of the person or body making them.
You do not need to include payment of Members' allowances by your Parish/Town Council.*

(vi) 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);

- 1. You do not need to show the actual amount of your interest.
Please note that the nominal value is the value on the face of the security and not its value at the time acquired nor its current market value.*
- 2. If there are several classes of shares or securities, the fraction of 1/100th applies to any of those classes. These limits also apply to deposits with industrial and provident societies, and co-operative societies.*
- 3. The requirement also covers shares and securities held in the name of other people in which you have a beneficial interest.*
- 4. The requirement also covers shares and securities held in the name of other people in which you have a beneficial interest.*

(vii) 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 (vi);

You need not say what the financial arrangements are, but should state briefly what the Contract is and for how long.

(viii) The interests of any person from whom you have received a gift or hospitality with an estimated value of at least £25.

You must register any gifts or hospitality worth £25 or over that you receive in connection with your official duties as a Member, and the source of the gift or hospitality. (An accumulation of small gifts received over a short period that add up to £25 or over should also be registered).

*You automatically have a **personal interest** in a matter under consideration if it is likely to affect a person who gave you a gift or hospitality that is registered. If that is the case, you must declare at the meeting the existence and nature of the gift or hospitality, the person who gave it to you and how the business under consideration relates to that person.*

Once three years have passed since you registered the gift or hospitality in your Register of Interests, your obligation to disclose that interest to any relevant meeting ceases.

(ix) Any land in your authority's area in which you have a beneficial interest;

- 1. You should include any land in the Council's area in which you have a beneficial interest (that is, in which you have some proprietary interest for your own benefit). You should give the address or a brief description to identify it. If you live in the Council's area you should include your home under this heading as owner, lessee, or tenant.*
- 2. You should also include any property from which you receive rent, or of which you are the mortgagee.*
- 3. "Land" includes any buildings or parts of buildings (and eg. allotments).*
- 4. When the information to be recorded relates to a house or flat, this does not present any difficulty in providing an address. However, the registration of other land interests such as farm land, or other land with no address, is not as easy. In these circumstances you should include enough information with this form so that landholdings can be identified (eg. a map should be attached to the form).*

(x) 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 (vi) is, the tenant;

"Land" includes any buildings or parts of buildings (attach a map if appropriate).

(xi) 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;

- 1. You should include land in the Council's area which you have a right to occupy or use, but neither own nor have a tenancy of. You should give the address or a brief description to identify it.*
- 2. "Land" includes any buildings or parts of buildings (attach a map if appropriate).*