Declaration of Interest Form

There is no policy or Town Council resolution for Declaration of Interest Forms (DOI). The current procedure was implemented to ensure members did not neglect to declare an interest. During lockdown it has become evident that the current procedure has caused Members difficulties in completing and returning forms and increased administration work load.

CALC advise:

- 1. It is Members responsibility to declare an interest at agenda item Declarations of Interest.
- 2. It is Members responsibility to declare an interest and confirm the details of the interest at the point of the agenda item to be discussed to allow the minute taker to include Members details to form part of the minutes.
- 3. A nil DOI form is not required and is not part of the Code.
- 4. A completed DOI form is not required and is not part of the Code.

It is Recommended that the DOI form as shown below be discontinued and the procedure as advised by CALC be implemented with immediate effect.

Please note: It is Members responsibility to disclose a non-registerable interest or a disclosable pecuniary interest in any matter being considered or to be considered at the meeting.

Please leave the form in your folder provided for the Administration Officer to collect at the end of the meeting.

Councillor:	-
Committee:	
Date of Meeting:	

Declarations of Interest:

- a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at the meeting.
- c. To consider dispensations required.

Agenda Item	Pecuniary/ Non- Pecuniary	Reason	Left the Meeting	Remained at Meeting and did not Vote	Ongoing Dispensation	Dispensation Requested	No Interest Declared