MEMBERS PLANNING CODE OF GOOD PRACTICE

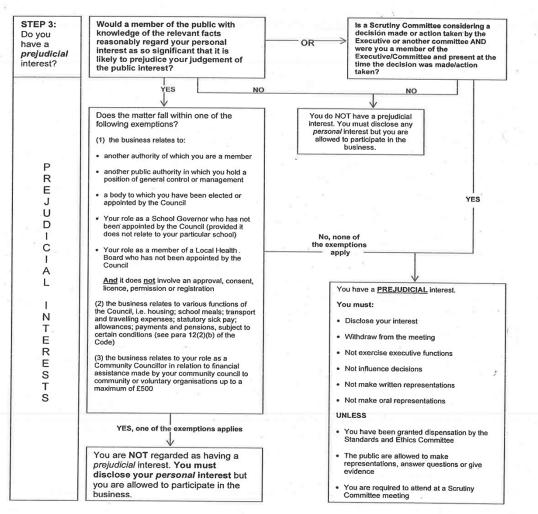
APPENDIX 2 – DECLARABLE INTEREST FLOWCHART

Code of Conduct DECLARING AN INTEREST - QUESTIONS TO ASK YOURSELF [These charts are for illustration only and are not definitive] [If in doubt, consult the Monitoring Officer] STEP 1: cond ucting Council business or attending a Council meeting? acting in the role of Member? Does the Code apply acting as a representative of the Council? in this case? · acting as the Council's appointee or nominee on any other body which does not have its own Code of The Code does apply. The Code does not apply. Yes No Continue to Step 2. No further action required. STEP 2: Does the business relate to, or is it Might a member Might a decision be reasonably likely to affect: of the public regarded as affecting (to a greater extent than the majority Do you reasonably have a · your employment or business? of other inhabitants of the personal conflict ward): interest? between your Decision-· your employer, firm or company? your well-being or financial position? a person who has made a payment to you in respect of your election or expenses? making and your Ward member the well-being or financial position P · a company in Cardiff in which you own role? of any person with whom you live or E with whom you have a close a contract for goods, services or works made between the Council and you, your firm, your company or a company in Cardiff in which you own shares? R personal association? S the employment/business, employer, firm or company of any person with whom you live or with whom you have a close personal association? 0 OR OR N any land in Cardiff in which you have a beneficial interest? A any land where the landlord is the Council and the tenant is your firm, your company or a company in Cardiff in which you own shares? L any company in which any person with whom you live or with whom you have a close personal 1 a body to which you have been elected or appointed by the Council? association owns shares? N any public authority, company, T any public authority, company, charity, lobby group, trade union or professional association, or a private club, society or association operating in Cardiff in which any person with whom you live or with whom you have a close personal association holds a position of general control or management? any public authority, company, charity, lobby group, trade union or professional association, or a private club, society or association operating in Cardiff, in which you have membership or hold a position of general E R E control or management? S any land in Cardiff which you have a licence to occupy for 28 days or longer? T S If YES, you have a personal interest If NO, you don't have a personal interest You must: (1) disclose your personal interest at meetings when making written representations, and If the business is before a when making oral representations (and you must confirm your interest in writing Scrutiny.Committee, go to within 14 days) (2) give written notification of your personal interest - complete the form obtainable Step 3. from the Committee Clerk or Monitoring Officer (3) consider whether you have a PREJUDICIAL INTEREST and go on to Step 3 Otherwise, no further action is required.

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DECLARING AN INTEREST - QUESTIONS TO ASK YOURSELF [These charts are for illustration only and are not definitive] [If in doubt, consult the Monitoring Officer]



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