

**SENIOR OFFICERS' PERSONAL INTERESTS DECLARATION FORM**

**(TO BE COMPLETED BY ALL ASSISTANT DIRECTORS, CHIEF OFFICERS & ABOVE)**

<b>Name:</b>	
<b>Post Title:</b>	

**SECTION A. Your Other Business Interests or Appointments**

Please list all outside business (trade or professional) interests or appointments, including any Council appointments to outside bodies. Please note, it is a condition of your contract of employment that you seek written consent from the Council before engaging in any other business or taking up any other appointment.

**The information provided in this section is likely to be made available to the public, as part of the Council's commitment to transparency and accountability, and is required for purposes of the Council's Statement of Accounts.**

<b>Position</b>	<b>Name and Address of Company / Organisation</b>	<b>Details of your interest or appointment, including work undertaken, responsibilities, time commitment, whether you are appointed by the Council etc</b>

**SECTION B. Any companies or bodies owned or controlled by your Spouse or Partner, or the Children or Dependents of either of you**

Please note: This information is a ('Related Parties') audit requirement for the purpose of the Council's Annual Statement of Accounts. The term 'control' includes joint control. The Council's finance officers will assess whether reference should be made in the Statement of Accounts and seek further information from you if necessary. Individual or company names are not disclosed in the Statement of Accounts.

<b>Spouse / Partner / Dependent / Child</b> (please give name and relationship)	<b>Name and Address of Company / Body</b>	<b>Details of interest</b>

**SECTION C. Other Potential Conflicts of Interest**

Please Note: You only need to disclose other personal interests which conflict, or may conflict, with your duties to the Council. If you are at all unsure, you should disclose your interest using this form or discuss this with your Manager.

<b>Membership or management of a club, organisation, charity, professional association or other body</b>	
<b>Land or property interests</b>	

<b>Other financial interests</b>	
<b>Any other potentially conflicting personal interests</b>	

<b>Notification of Changes</b>	<b>I undertake to notify the Council in writing of any changes which may occur within 28 days from the date of the change.</b>		
<b>Signature:</b>		<b>Date:</b>	

**COMPLETED FORMS (INCLUDING 'NIL RETURNS') SHOULD BE RETURNED TO THE DIRECTOR OF GOVERNANCE AND LEGAL SERVICES**