

## APPENDIX 4

### 20. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

[Note: This Rule shall apply to all Council, Executive, Regulatory, Overview and Scrutiny Committee or any other Council Committee meetings]

- \***(a)** If a Councillor (or a co-opted member) has a **disclosable pecuniary interest** in any particular agenda item at a meeting, he/she should declare the existence and nature of the interest (unless it is a sensitive interest) at the commencement of the consideration of that item or as soon as it becomes apparent.
  
- \***(b)** Any Councillor with a **disclosable pecuniary interest** may make representations, give evidence or answer questions about the matter, but only at meetings where members of the public are allowed to be in attendance and to speak. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken, unless a dispensation has been obtained from the Audit, Pensions and Standards Committee.  

At meetings where members of the public are not allowed to be in attendance, then the Councillor with a **disclosable pecuniary interest** must withdraw from the meeting while the matter is under consideration, unless the Audit, Pensions and Standards Committee have granted a dispensation.
  
- \***(c)** Each Councillor (or co-opted member) shall, within **28 days** of his/her election or appointment to office (if that is later) give to the Director (Legal and Democratic Services) or another approved officer a general notice, to be recorded in the Register of Members' Interests open to public inspection, of any **disclosable pecuniary interests**, as defined in the Code of Conduct.
  
- \***(d)** If a Councillor (or co-opted member) has declared **disclosable pecuniary interest** at a meeting which has not been recorded in the Register of Members' Interests he/she shall, within **28 days** of the declaration, give notice of the interest to the Director (Legal and Democratic Services).

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