DECLARING INTERESTS UNDER THE MEMBERS' CODE OF CONDUCT

All members are required by law to, within 28 days of their election or appointment to office, complete a declaration of interests form to register any personal interests they have in the categories of interests set out in the Members' Code of Conduct. Where any member becomes aware of any new personal interest, they are also required to, within 28 days of becoming aware of that new interest, update their register of interests by providing written notification to the Monitoring Officer.

DECLARING INTERESTS AT MEETINGS

In addition to completing a declaration of interests form, members are also required to declare any interests at the start of any meeting of the Corporate Joint Committee, or any of its sub-committees, where the particular interest conflicts with any of the business to be discussed at the meeting. When making a declaration of interest, members should state whether the interest is personal or prejudicial. It is a matter for the member whether or not they choose to declare an interest, and whether or not that interest is personal or prejudicial. Members should refer to the Code of Conduct and seek advice from the Monitoring Officer prior to the start of meeting. If members become aware of a potential interest during the course of the meeting, they should make a declaration at the earliest opportunity and seek advice from the legal representative if required.

In respect of personal interests, members may remain in the meeting and take part in any debate and vote on the item of business. In respect of prejudicial interests, then they must leave the meeting immediately and not take part in the discussion of or vote on those items in which they have declared a prejudicial interest.

The interest will be recorded in the minutes of the meeting.

For further advice contact:
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