

ACTION PROPOSED

Tick one box only

- In my opinion, **my interest is pecuniary and** I am therefore required to take the actions specified in Section 451(2) of the *Local Government Act 1993* and or any other action required by the Chief Executive Officer.
- In my opinion, **my interest is non-pecuniary but significant.** I am unable to remove the source of conflict. I am therefore required to treat the interest as if I t were pecuniary and take the actions specified in Section 451 (2) of the *Local Government Act 1993*.
- In my opinion, **my interest is non-pecuniary and less than significant.** I therefore make this declaration as I am required to do pursuant to clause 4.12 of Council’s Code of Conduct. However, I intend to continue to be involved with the matter.

MEMBER OF COUNCIL STAFF

I, _____(name) disclose the above interest. I acknowledge that I will take appropriate action as I have indicated above.

Signed: _____ Dated: ____/____/____

MAYOR (for a declaration made by Chief Executive Officer only)

I have noted the above declaration and I note your opinion and/or the action you have proposed.

Signed: _____ Dated: ____/____/____

CHIEF EXECUTIVE OFFICER (required for all declarations except that made by the CEO)

I have noted the above declaration and I note your opinion and/or the action you have proposed.

Signed: _____ Dated: ____/____/____

COMMENTS / RECOMMENDATIONS - Comments and/or recommendations from the relevant director or Chief Executive Officer (where the director or Chief Executive Officer does not concur with the opinion and/or proposed action of the member of Council staff).

DECLARATION OF INTEREST FORM

MEMBER OF COUNCIL STAFF

NAME OF MEMBER OF COUNCIL STAFF

DECLARING INTEREST:

**LIVERPOOL
CITY
COUNCIL** 

DEFINITION

A PECUNIARY INTEREST:

Is an interest that the member of Council staff has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person (see section 442 of the *Local Government Act 1993*)?

A NON-PECUNIARY INTEREST:

Is a private or personal interest that does not amount to pecuniary interest as defined by the *Local Government Act 1993*

DEALING WITH PECUNIARY INTERESTS:

Section 459 of the *Local Government Act 1993* requires designated persons immediately declare in writing to the Chief Executive Officer the nature of a pecuniary interest the person has in any Council matters

DEALING WITH SIGNIFICANT NON-PECUNIARY INTERESTS:

Clause 4.16 of Council’s Code of Conduct provides that you must manage a significant non-pecuniary interest by either removing the source of conflict or otherwise by dealing with it the same way as you would if it were a pecuniary interest in accordance with section 451(2) of the *Local Government Act 1993*.

DEALING WITH NON-PECUNIARY INTERESTS:

Clause 4.14 of Council’s Code of Conduct states:
“How you manage a non-pecuniary interest will depend on whether or not it is significant.”
Clause 4.15 of Council’s Code of Conduct states:
“As a general rule, a non-pecuniary conflict of interests will be significant where a matter does not raise a pecuniary interest but involves:
a) a relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the person or of the person’s spouse, current or former spouse or partner, de factor or other person living in the same household
b) other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship
c) an affiliation between the council official and an organisation, sporting body, club, corporation or association that is particularly strong

DEFINE YOUR INTEREST:

Is your interest:
 Pecuniary (see dealing with pecuniary interests)?
 Non-pecuniary (see dealing with non-pecuniary interests)?

MATTER IN WHICH YOU HAVE AN INTEREST: (Please provide full details including item number on Council agenda or in TRIM if applicable)

NATURE OF THE INTEREST

Be specific and include information such as :

- The names of any person or organization with which you have a relationship
- The nature of your relationship with the person or organization
- The reason(s) why you consider the situation may (or may be perceived to) give rise to a conflict between your personal interests and your interest as a member of Council Staff.

DEALING WITH LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS:

Clause 4.17 of Council’s Code of Conduct provides that if you determine that a non-pecuniary conflict of interest is less than significant and does not require further action, you must provide an explanation of why you consider that conflict does not require further action in the circumstances

IS YOUR NON-PECUNIARY INTEREST LESS THAN SIGNIFICANT?

If you are of the view that your non-pecuniary interest is less than significant, please provide your explanation directly below (only complete if you are claiming that your non-pecuniary interest is less than significant).
