

Communities Directorate

Adur District Council

**Members Code of Conduct
Register of Disclosable Pecuniary Interests**

Having been re-elected to serve as a Councillor on Adur District Council and having submitted a Register of Disclosable Pecuniary Interests declaration within my previous term of office as a Councillor, I hereby confirm that I have reviewed my register of pecuniary interest entry and declare:

1. That I have reviewed the contents of my register of interests entry, as held by Adur District Council;
2. That I adopt it for my current term of office having been elected on 6 May 2016;
- ~~3. That the contents are correct.*~~

OR

4. That I enclose the necessary amendments. The contents, as amended, are correct.*

*PLEASE DELETE AS NECESSARY

Date of Register of Interests:

Name: ELIZABETH HAYWOOD

Signed:  Date: 18.5.16



Adur District Council - Member Declarations

Register of Member's Interests

Member's Full Name	ELIZABETH FRANCES HAYWOOD
Member's Full Address	54 PRATTON AVENUE LANCING WEST SUSSEX BN15 9NX
Telephone No.	[REDACTED]
Email Address	LIZ.HAYWOOD@ADUR.GOV.UK

Member's Declaration

- * I understand that the information sought in the schedule is required under the Localism Act, 2011
- * I declare that the information given in the schedule is complete and correct.
- * I shall give details of any changes to the information within 28 days of any change.
- * I acknowledge that a failure to declare relevant information or the provision of false or misleading information, whether knowingly or recklessly, is a criminal offence under Section 34 of the Localism Act 2011.
- * I acknowledge that the information provided will be held on a public register and is available for public inspection and will be published on the Council's website.

Signed..... [REDACTED] Dated..... 18.5.16

If you have any queries please contact Susan Sale (susan.sale@adur-worthing.gov.uk or 01903 221119).

Adur District Council - Member declarations

Register of Member's Interests

1.0 You must register your interests

- 1.1 Within 28 days of your election or appointment to office, you must notify the Council's Monitoring Officer, currently Susan Sale, of your disclosable pecuniary interests. This is to be done on this form.
- 1.2 If you have become a Member or Co-opted Member of the Council as a result of re-election or re-appointment, then paragraph 1.1 applies only as regards disclosable pecuniary interests not entered in the Council's Register when the notification is given.
- 1.3 Please do this by completing all the sections of the attached form, signing, dating & returning it without delay to The Monitoring Officer, Worthing Borough Council, Town Hall, Chapel Road, Worthing, West Sussex. BN11 1HA. If there is insufficient space at any particular category on the form, please supply the details on an additional sheet. Please note that under the terms of the Localism Act 2011 you are also required to include disclosable pecuniary interests of your spouse or civil partner
- 1.4 *Elected members only - as during your term of office you may be involved in meetings, decisions or discussions in relation to Joint Working, your declaration should cover land and business interests you have in the District of Adur.*

2.0 You must keep the information up to date

- 2.1 The Localism Act 2011 also requires that you must within 28 days of becoming aware of any new personal interest or change to any personal interest that you have registered, register details of that new personal interest or change by providing written notification to the Council's Monitoring Officer.
- 2.2 In order to assist you in keeping up to date, you will receive a reminder each May with a request to confirm the details as correct. Members will also receive quarterly reminders in the Members Bulletin.

3.0 Possible exception - sensitive information

- 3.1 Under Section 32 of the Localism Act 2011, where a Member or Co-opted Member has an interest and the nature of the interest is such that the Member or Co-opted Member and the Council's Monitoring Officer consider that disclosure of the details of the interest could lead to the Member or Co-opted Member, or a person connected with the Member or Co-opted Member, being subject to violence or intimidation, the interest will be entered in the Council's Register of Interests, but copies of the Register that are made available for inspection, and any published version of the Register, will not include details of that interest (but may state that the Member or Co-opted Member has an interest the details of which are withheld under this sub-section).

- 3.2 Where a Member or Co-opted Member of a relevant authority has a disclosable pecuniary interest which has not been entered in the Council's Register of Interests and is present at a meeting of the Council (including any Committee, Sub-Committee, Joint Committee or Joint Sub-Committee of the Council) and has a duty to disclose that interest, then if they have agreed with the Monitoring Officer that it is a sensitive interest, the duty is to disclose the fact that they have a disclosable pecuniary interest in the matter concerned and not to disclose the nature of the interest.

4.0 Further Help, advice and assistance

- 4.1 If you require any help, advice and assistance with this document, contact the Monitoring Officer on susan.sale@adur-worthing.gov.uk or 01903 221119.

Name: ELIZABETH HAYWOOD (Please print your name)

My disclosable pecuniary interests under the Localism Act 2011 are as listed below:-

	Type of Interest	Declaration – My interests and those of my Spouse or Civil Partner
1	<p>Any employment or business carried on by me.</p> <p>Any employment, office, trade, profession or vocation carried on for profit or gain.</p> <p>Examples:</p> <p style="padding-left: 40px;">Administrator Accountant Sports player</p> <p>Any job(s) you are employed in either part-time or full-time</p> <p>Examples:</p> <p style="padding-left: 40px;">Carer</p>	<p>I have the following employment, office, trade, profession or vocation, which I carry on for profit or gain: <i>The fact that trade, professional vocation are currently not in profit does not exclude it as the purpose for which it is carried on as profit or gain.</i></p> <p>SCHOOL MATRON</p>
2	<p>Sponsorship</p> <p>Any payment or provision of any other financial benefit (other than from the Council) made or provided within the period of 12 months ending with the day on which notice is given, in respect of any expenses incurred by you in carrying out your duties as a Member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>	<p>I have received the following payments/financial benefit within the last 12 months in respect of any expenses incurred by me in carrying out my duties as a Member or towards my election expenses:</p>


3	<p>Contracts</p> <p>Any contract for goods, services or works made between myself, a relevant person or a body in which I or a relevant person has a beneficial interest and Adur District Council or Worthing Borough Council.</p> <p>Example:</p> <p style="padding-left: 40px;">You are a director of a company using the Council's trade waste services</p> <p style="padding-left: 40px;">Your spouse is a supplier of printing services to the council</p> <p style="padding-left: 40px;">I, a relevant person, or a body in which I or a relevant person has a beneficial interest has the following contract with Adur District Council and/or Worthing Borough Council: existing contracts with Adur District Council and/or Worthing Borough Council.</p>	<p>I, my partnership, or a company / person / body that I am connected with has the following contracts with the Council:-</p>
4	<p>Any land in the District of Adur or the Borough of Worthing in which I or a relevant person have a beneficial interest.</p> <p>Examples:</p> <p style="padding-left: 40px;">Your Home</p> <p style="padding-left: 40px;">Property owned or leased by yourself or a relevant person</p>	<p>I or a relevant person have the following property interests in the District of Adur or Borough of Worthing:-</p> <p style="padding-left: 40px;">HOME : 54 PRATTON AVENUE LANCING BN15 9NX</p>

5	<p>Licences</p> <p>Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.</p> <p>Examples:</p> <p style="padding-left: 40px;">Grazing licence held by yourself or a relevant person; Beach hut licence held by yourself or a relevant person.</p>	<p>I or a relevant person hold the following licences to occupy land in the District of Adur or the Borough of Worthing for a month or longer:</p>
6	<p>Corporate Tenancies</p> <p>Any tenancy where (to my knowledge):</p> <p>The landlord is the District Council of Adur or the Borough Council of Worthing and the tenant is a body in which I or a relevant person has a beneficial interest</p>	
7	<p>Securities</p> <p>Any beneficial interest in securities of a body where:</p> <p>That body (to my knowledge) has a place of business or land in the District of Adur or the Borough of Worthing; and</p> <p>Either:</p> <p>The total nominal value of the securities I or a relevant person hold exceeds £25,000 or 100th of the total issue share capital of that body; or</p> <p>If a share capital of that body is of more than one class, the total nominal value of the shares of any one class in which I or a relevant person has a beneficial interest exceeds 100th of the total issued share capital of that class.</p>	

<p>Voluntary Registration: This section enables you to disclose interests, which are not required to be disclosed under the statutory scheme but which you feel would promote transparency,</p> <p>It should be noted, that membership of clubs and societies may still give rise to a personal or prejudicial interest under the Code of Conduct, depending upon the circumstances.</p> <p>Example:</p> <p style="padding-left: 40px;">Sports Club</p>	<p>I am making the following voluntary registrations</p>
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I declare to Adur District Council that the above are my disclosable pecuniary interests, as required to be declared by the Localism Act 2011.

Signed



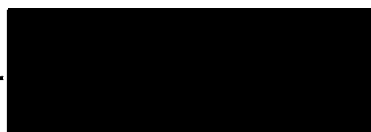
Date 18.5.16

Name (please print)

ELIZABETH HAYWOOD

Monitoring Officer: confirmation of receipt of register of interest:

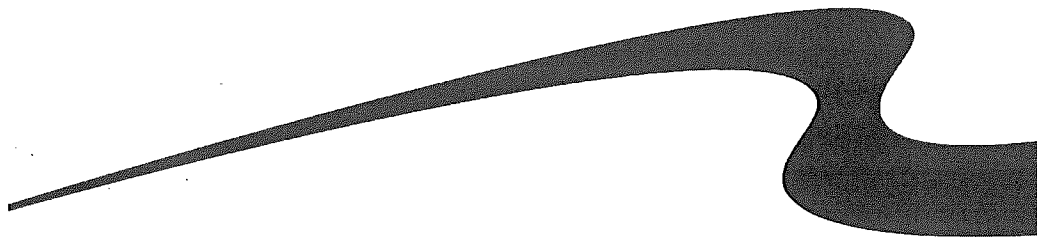
Signed



Date 7.6.16

Name (please print)

SUSAN SALE



Adur District Council - Member Declarations

Register of Member's Interests

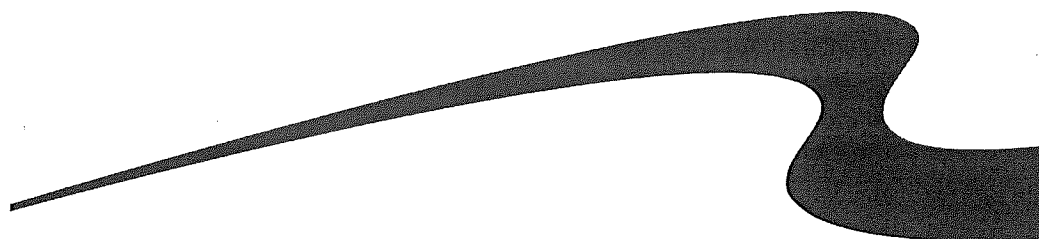
Member's Full Name	ELIZABETH FRANCES HAYWOOD
Member's Full Address	54 PRATTON AVENUE LANCING WEST SUSSEX BN15 9NX
Telephone No.	
Email Address	

Member's Declaration

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- * I declare that the information given in the schedule is complete and correct.
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- * I acknowledge that a failure to declare relevant information or the provision of false or misleading information, whether knowingly or recklessly, is a criminal offence under Section 34 of the Localism Act 2011.
- * I acknowledge that the information provided will be held on a public register and is available for public inspection and will be published on the Council's website.

Signed.....  Dated...1.6.14.....

If you have any queries please contact Jeremy Cook (jeremy.cook@adur-worthing.gov.uk or 01903 221028) or Julia Smith (julia.smith@adur-worthing.gov.uk or 01903 221150).



Adur District Council - Member declarations

Register of Member's Interests

1.0 You must register your interests

- 1.1 Within 28 days of your election or appointment to office, you must notify the Council's Monitoring Officer, currently Mr J Cook, Executive Head of Corporate & Cultural Services, of your disclosable pecuniary interests. This is to be done on this form.
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- 1.3 Please do this by completing all the sections of the attached form, signing, dating & returning it without delay to The Monitoring Officer, Worthing Borough Council, Town Hall, Chapel Road, Worthing, West Sussex. BN11 1HA. If there is insufficient space at any particular category on the form, please supply the details on an additional sheet.
- 1.4 *Elected members only - as during your term of office you may be involved in meetings, decisions or discussions in relation to Joint Working, your declaration should cover land and business interests you have in the District of Adur.*

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- 2.1 The Localism Act 2011 also requires that you must within 28 days of becoming aware of any new personal interest or change to any personal interest that you have registered, register details of that new personal interest or change by providing written notification to the Council's Monitoring Officer.
- 2.2 In order to assist you in keeping up to date, you will receive a reminder each May (and copy form), with a request to confirm the details as correct. Members will also receive quarterly reminders in the Members Bulletin.

3.0 Possible exception - sensitive information

- 3.1 Under Section 32 of the Localism Act 2011, where a Member or Co-opted Member has an interest and the nature of the interest is such that the Member or Co-opted Member and the Council's Monitoring Officer consider that disclosure of the details of the interest could lead to the Member or Co-opted Member, or a person connected with the Member or Co-opted Member, being subject to violence or

<p>Voluntary Registration: This section enables you to disclose interests, which are not required to be disclosed under the statutory scheme but which you feel would promote transparency,</p> <p>It should be noted, that membership of clubs and societies may still give rise to a personal or prejudicial interest under the Code of Conduct, depending upon the circumstances.</p> <p>Example:</p> <p style="padding-left: 40px;">Sports Club</p>	<p>I am making the following voluntary registrations</p>
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I declare to Adur District Council that the above are my disclosable pecuniary interests, as required to be declared by the Localism Act 2011.

Signed  Date 18.5.16

Name (please print) ELIZABETH HAYWOOD

Monitoring Officer: confirmation of receipt of register of interest:

Signed  Date 7.6.16

Name (please print) SUSAN SALE

intimidation, the interest will be entered in the Council's Register of Interests, but copies of the Register that are made available for inspection, and any published version of the Register, will not include details of that interest (but may state that the Member or Co-opted Member has an interest the details of which are withheld under this sub-section).

- 3.2 Where a Member or Co-opted Member of a relevant authority has a disclosable pecuniary interest which has not been entered in the Council's Register of Interests and is present at a meeting of the Council (including any Committee, Sub-Committee, Joint Committee or Joint Sub-Committee of the Council) and has a duty to disclose that interest, then if they have agreed with the Monitoring Officer that it is a sensitive interest, the duty is to disclose the fact that they have a disclosable pecuniary interest in the matter concerned and not to disclose the nature of the interest.

4.0 Further Help, advice and assistance

- 4.1 If you require any help, advice and assistance with this document, contact the Monitoring Officer or his staff on jeremy.cook@adur-worthing.gov.uk or 01903 221028.

Name: ELIZABETH HAYWOOD (Please print your name)

My disclosable pecuniary interests under the Localism Act 2011 are as listed below:-

Type of Interest as described in the local Code.	Declaration – My interests
<p>1</p> <p>Any employment or business carried on by me. Employment, office, trade, profession or vocation.</p> <p>Any employment, office, trade, profession or vocation carried on for profit or gain.</p> <p>Examples:</p> <ul style="list-style-type: none">• Administrator• Accountant• Sports player <p>Any job(s) you are employed in either part-time or full-time</p> <p>Examples:</p> <ul style="list-style-type: none">• Carer	<p>I have the following employment, office, trade, profession or vocation, which I carry on for profit or gain:</p> <p>PHLEBOTOMIST / HEALTH CARE ASSISTANT</p> <p>Insert your details here</p> <p>Insert your details here</p> <p>The fact that trade, professional vocation are currently not in profit does not exclude it as the purpose for which it is carried on as profit or gain.</p>

2	<p>Sponsorship</p> <p>Any payment or provision of any other financial benefit (other than from the Council) made or provided within the period of 12 months ending with the day on which notice is given, in respect of any expenses incurred by you in carrying out your duties as a Member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>	<p>I have received the following payments/financial benefit within the last 12 months in respect of any expenses incurred by me in carrying out my duties as a Member or towards my election expenses:</p> <p>Insert your details here</p> <p>Insert your details here</p>
3	<p>Contracts</p> <p>Any contract for goods, services or works made between myself, a relevant person or a body in which I or a relevant person has a beneficial interest and Adur District Council or Worthing Borough Council.</p> <p>Example:</p> <ul style="list-style-type: none"> You are a director of a company using the Council's trade waste services Your spouse is a supplier of printing services to the council I, a relevant person, or a body in which I or a relevant person has a beneficial interest has the following contract with Adur District Council and/or Worthing Borough Council: existing contracts with Adur District Council and/or Worthing Borough Council. 	<p>I, my partnership, or a company / person / body that I am connected with has the following contracts with the Council:-</p> <p>Insert your details here</p>

4	<p>Any land in the District of Adur or the Borough of Worthing in which I or a relevant person have a beneficial interest.</p> <p>Examples:</p> <ul style="list-style-type: none">• Your Home• Property owned or leased by yourself or a relevant person	<p>I or a relevant person have the following property interests in the District of Adur or Borough of Worthing:-</p> <p>54 PRATTON AVENUE , LANCING , BUNISQUX</p> <p>Insert your details here</p>
5	<p>Licences</p> <p>Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.</p> <p>Examples:</p> <ul style="list-style-type: none">• Grazing licence held by yourself or a relevant person;• Beach hut licence held by yourself or a relevant person.	<p>I or a relevant person hold the following licences to occupy land in the District of Adur or the Borough of Worthing for a month or longer:</p> <p>Insert your details here</p>

6	<p>Corporate Tenancies</p> <p>Any tenancy where (to my knowledge):</p> <p>(a) The landlord is the District Council of Adur or the Borough Council of Worthing and the tenant is a body in which I or a relevant person has a beneficial interest</p>	Insert your details here
7	<p>Securities</p> <p>Any beneficial interest in securities of a body where:</p> <p>(a) That body (to my knowledge) has a place of business or land in the District of Adur or the Borough of Worthing; and</p> <p>(b) Either:</p> <p>(i) The total nominal value of the securities I or a relevant person hold exceeds £25,000 or 100th of the total issue share capital of that body; or</p> <p>(ii) If a share capital of that body is of more than one class, the total nominal value of the shares of any one class in which I or a relevant person has a beneficial interest exceeds 100th of the total issued share capital of that class.</p>	<p>Insert your details here</p> <p>Insert your details here</p> <p>Insert your details here</p>

<p>8</p> <p>Voluntary Registration: This section enables you to disclose interests, which are not required to be disclosed under the statutory scheme but which you feel would promote transparency.</p> <p>It should be noted, that membership of clubs and societies may still give rise to a personal or prejudicial interest under the Code of Conduct, depending upon the circumstances.</p> <p>Example:</p> <ul style="list-style-type: none"> • Sports Club 	<p>I am making the following voluntary registrations</p> <p>Insert your details here</p> <p>VOICE OF PROGRESS - TAKING NEWS FOR THE BUD ST BARNABAS HOPE CHRISTIAN TRUST HOUSE HOPE } VOLUNTEER</p> <p>HOASABERMAN LIBRARY BOOKS FOR THE HOPEBOUND - WSCC - TAKING LIBRARY WORKING LADIES STOUTBALL CLUB CONCURRE - TAKING PARISH CONCURRE</p> <p>MEMBER MEDICAL DEFENSE LINK</p>
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I declare to Adur District Council that the above are my disclosable pecuniary interests, as required to be declared by the Localism Act 2011.

Signed Date 11/6/14 *ced*

Name (please print) ELIZABETH HAYWOOD

Monitoring Officer: confirmation of receipt of register of interest:

Signed Date 17/6/14

Name (please print) SUSAN SALE

