Declaration of Committee Members
Conflict of Interest
In accordance with Section 74 of the Local Government Act 1999

To be completed and given to the meeting minute taker by 12 noon on the day prior to the meeting

Committee Member: ___________________________ Date of Meeting: __________
Committee: __________________________________________________________________________
Agenda Item: __________________________________________________________________________

I wish to declare a ☐ Material ☐ Actual ☐ Perceived Conflict of Interest

Section 1 Material Conflict

Material - Conflict of Interest:
I consider that I have a material conflict of interest pursuant to section 73 of the Local Government Act 1999 (“the LG Act”). The nature of my material conflict of interest is as follows [ensure sufficient detail is recorded, including the reasons why you (or a person prescribed in section 73(1) of the LG Act) stands to obtain a benefit or suffer a loss depending on the outcome of the consideration of the matter at the meeting of the Council in relation to the Agenda Item described above]:

☐ I will leave the meeting room (including any area set aside for the public) such that I cannot view or hear any discussion or vote at the meeting, and will stay out of the meeting room while the matter is being discussed and voted on.
☐ I will remain in the meeting room and have been granted approval by the Minister to participate in the meeting, pursuant to section 74(3) of the Act.

Section 2 – Actual or Perceived Conflict

Actual – Conflict of Interest
The nature of my actual conflict of interest (pursuant to section 74 of the Local Government Act 1999) is as follows [ensure sufficient detail is recorded, including the reasons why the conflict between your interest and the public interests might lead to a decision that is contrary to the public interest in relation to the Agenda Item described above]:

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Perceived – Conflict of Interest
The nature of my perceived conflict of interest (pursuant to section 74 of the Local Government Act 1999) is as follows [ensure sufficient detail is recorded, including the reasons why the conflict between your interest and the public interests might lead to a decision that is contrary to the public interest in relation to the Agenda Item described above]:

I intend to deal with the Actual/Perceived Conflict of Interest in the following transparent and accountable way by:

Signed: ______________________________________ Date: ______________________________

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