

Sarah Quinn

From: Sarah Quinn
Sent: 03 December 2024 11:25
To: #Members All Councillors
Subject: Reminder - Registration of Members' Interests and Registering Gifts & Hospitality
Attachments: Notification of Gift or Hospitality Form 2023.doc; Guidance for Members on Gifts and Hospitality revised 2023.doc; Councillors Guide to Online Register of Interests June 2023.docx

Dear Councillors

As the festive season approaches, I would like to remind Members of their responsibilities with regards to the registration of any Gifts and Hospitality with a value of **£50** or more within 28 days of receipt. This includes any offers of Gifts and Hospitality which you have declined. Please see Paragraph 10 of the [SCC Councillor Code of Conduct](#). I attach a copy of the registration form.

I would also like to take this opportunity to remind you that it is good practice to review your Register of Members' Interests every six months to ensure that it remains accurate and up to date – please find attached an updated step by step guide which explains the process. Do let me know if you have any questions on this.

If you require advice on Member Interests, please contact the Monitoring Officer.

Many thanks,
Sarah

Sarah Quinn

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Regulatory Business Manager

Democratic Services - Finance & Corporate Services Directorate



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