DECLARING INTERESTS FLOWCHART
QUESTIONS TO ASK YOURSELF

What matters are being discussed at the meeting?

Do any relate to my interests? — **NO** → You can participate in the meeting and vote

YES

Personal interest

Is a particular matter close to me?

Does it affect:

➢ me;
➢ my partner;
➢ my relatives;
➢ my friends;
➢ my job or my employer;
➢ companies where I am a director or where I have a shareholding
➢ my partnerships; or
➢ my entries in the register of

NO →

YES

You may have a **personal interest** → Declare your interest in the matter

Would a member of the public - if he or she knew all the facts - reasonably think that the personal interest was so important that my decision on the matter would be affected by it?

NO → You can participate in the meeting and vote

Prejudicial interest

You may have a **prejudicial interest** ← **YES**

YES

Withdraw from the meeting by leaving the room. Do not try to improperly influence the decision.