

Related Party Transactions 2016/17

As part of the statutory accounts the Council is required to disclose material transactions with related parties that took place during the year.

Related parties are defined as bodies or individuals that have the potential to control or influence the Council or to be controlled by the Council. The idea behind the disclosure of these transactions is to allow readers of the accounts to assess the extent to which the Council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Council. Related parties include Chief Officers and members who are associated with outside bodies, which have financial transactions with the Council.

For example, we need to consider those transactions which include payments from the Council either to Members or Chief Officers personally, or to organisations 'related' to the Council, where Members or Chief Officers or close related members of their families have control or influence over the organisation. The objective is to identify any transaction which may have taken place as a result of the control or influence exercised by one party or another.

The type of information that falls into a related party category is:

- Ownership of an organisation that transacts with the Council;
- Director of an organisation that transacts with the Council;
- Trustee, governor or partner of an organisation that transacts with the Council.

A related party transaction includes grants or loans to voluntary organisations, companies etc or payments for goods or services received by the Council.

Name:

1	<p>Have you been involved in a related party transaction with the Council during 2016/17?</p> <p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p><i>Please tick as applicable. If you have answered yes please answer the next set of questions. If no please go to the declaration.</i></p>
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2	<p>Please indicate the type of related party transaction:</p> <ul style="list-style-type: none"> • Payment to me personally • Payment to a member of my family/ household • Payment to a company • Payment to a voluntary organisation • Provision of a guarantee • Other (please specify below)
3	<p>Please describe the nature of the related party transaction with the Council and the value of the transaction if possible.</p>
4	<p>If the related party transaction was with another organisation (trust, voluntary organisation etc) please supply the name of the organisation(s).</p>
5	<p>In what capacity are you or your family involved with this organisation e.g. owner, partner, chairperson? Please give details.</p>
	<p>Declaration 1</p> <p>I declare that I have had no related party transactions with the Council.</p> <p>Signed:</p> <p>Date:</p>
	<p>Declaration 2</p> <p>If you have answered yes to question 1 and also completed questions 2 to 5 please sign below.</p> <p>Signed:</p> <p>Date:</p>