



Hampshire Prosperity Partnership Board

6 January 2025

Agenda Item 4 – Conflicts of Interest

The Hampshire Prosperity Partnership Board (HPPB) is asked to:

APPROVE: the draft guidance at Annex A and the draft register of interests at Annex B.

NOTE: that once approved, we will issue the register of interests for completion by HPPB Members. Completed registers will be published, together with the guidance notes, on the Hampshire Prosperity Partnership pages of the Hampshire County Council website.

1. Context

- 1.1. As discussed at the last meeting of HPPB on 14 November, the Government expects economic growth boards to have “a clear conflict of interest policy (where private interests, both pecuniary and non-pecuniary are declared)”. See paragraph 9 of [Guidance for local authorities delivering business representation and local economic planning functions - GOV.UK](#)
- 1.2. The draft guidance and register of interests below are closely based on the equivalent documents previously used by Enterprise M3 Local Enterprise Partnership.
- 1.3. In addition to this process for registering the interests of HPPB Members, we are also now including a standing item towards the beginning of the agenda for each HPPB meeting, to provide an opportunity for Members to declare verbally any interest relating to the agenda and for this to be recorded within the minutes.

Stephen Martin
Head of Economy and Skills

Annex A – Draft Guidance Notes

Hampshire Prosperity Partnership Board – Conflicts of Interest Registration Guidance Notes

PURPOSE OF THE REGISTER

The purpose of the Register of Interests of Members of the Hampshire Prosperity Partnership Board (HPPB) is to list direct or indirect pecuniary interests or other material benefits appropriate to the HPPB's activities that a Member receives which members of the public might reasonably think could lead to a conflict of interest arising in his or her participation in the decisions of the HPPB, or action taken in his or her capacity as a Member of the HPPB. Board members should also register the interests of close family members and persons living in the same household as the Board Member. Close family members include personal partners, parents, children (adult and minor), brothers, sisters, and the personal partners of these.

Members are required to keep that overall purpose in mind when registering their interests. It is left to individual Members to give the required information; each Member is ultimately responsible for his or her own entry and for keeping their entries up to date. Registration of interests is an additional safeguard against the inadvertent omission of Members' declaration of any relevant interest at the time when they contribute to the discussions, considerations and decisions of the HPPB or when they communicate with other Members or with Hampshire County Council staff.

THE CATEGORIES OF REGISTERABLE INTERESTS

Interests are registered under six categories, which are represented by the following headings.

1. Remunerated Directorships, Partnerships and Trusteeships

Members are required to register remunerated directorships, partnerships or trusteeships which they may hold in public or private companies, partnerships or trusts with which Hampshire County Council is currently contractually involved or where there is some reasonable likelihood of a future contractual involvement. This also applies to directorships which may themselves be unremunerated but where the companies in question are associated with or subsidiaries of a company in which the Member holds a remunerated directorship.

2. Remunerated employment, office, profession etc.

Members are required to register outside employment, professions and sources of remuneration not covered elsewhere. However, this would apply only to connections with public or private companies with which Hampshire County Council is currently contractually involved or where there is some reasonable likelihood of a future contractual involvement.

3. Registerable shareholdings

Members are required to register the name of any public or private company or other body in which, to their knowledge, they have a beneficial interest in a shareholding having a nominal value greater than 1% of the issued share capital of the company or body. This requirement applies only to public or private companies with which Hampshire County Council is currently contractually involved or where there is some reasonable likelihood of a future contractual involvement. The requirement does not apply to shareholdings controlled on a discretionary basis by investment managers and which are outside the Member's day-to-day control.

4. Registerable interest in land or property

Members are required to register the details of any land or property in which the Member has a direct interest. This requirement applies only in circumstances where Hampshire County Council is contractually involved or where there is some reasonable likelihood of a future contractual involvement in relation to that land or property.

5. Miscellaneous and unremunerated interests

This is for use by Members wishing to register interests, including unremunerated interests, which do not clearly fall within any of the specific categories above but which they consider to be relevant to the definition of the purpose of the Register of Interests (see first paragraph above).

6. Other interests

Members register their other interests under this section.

*Members are not required to disclose the **amount** of any remuneration or benefit they receive in respect of their registerable interests.*

Annex B – Draft Register of Interests**Hampshire Prosperity Partnership Board –
Register of Members’ Interests****January 2025**

As a Member of the Hampshire Prosperity Partnership Board (HPPB), I declare that I have the following disclosable pecuniary and/or non-pecuniary interests. (Please state ‘None’ where appropriate, do not leave any boxes blank).

NOTIFICATION OF CHANGE OF CIRCUMSTANCES

Each HPPB Member shall review their individual register of interests before each board meeting and decision-making committee meeting, submitting any necessary revisions to Hampshire County Council at the start of the meeting. Any recorded interests relevant to the meeting should also be declared at this point.

Even if a meeting has not taken place a Member of the Board must, within 28 days of becoming aware of any change to the interests specified below, provide written notification to Hampshire County Council of that change.

As well as being required for Board Members, conflict of interest extends to cover close family members of the Board.

“Close Family Member” includes a Board Member’s close relatives and persons living in the same household including but not limited to the Board Member’s spouse, civil partner or cohabitant, the Board Member’s children, parents, brothers, sisters, grandchildren, grandparents and their personal partners.

Where any Close Family Member has recently been involved in any activity which would have been declarable by the Board Member, this should be declared, with the date the activity ended.

Section 1	Any employment, office, trade, profession or vocation carried out for profit or gain	Myself	Close Family Member	HCC Use Only – date of registration
1.1	Name of: - your employer(s) - any business carried out by you - any other role in which you receive remuneration (this			

	includes remunerated roles such as councillor)			
1.2	Description of employment or business activity			
1.3	The name of any firm in which you are a partner			
1.4	The name of any company for which you are a remunerated director			
Section 2	Sponsorship	Myself	Close Family Member	HCC Use Only – date of registration
2.1	Any financial benefit obtained (other than from Hampshire County Council) which is paid as a result of carrying out duties as a Member. This includes any payment or financial benefit from a Trade Union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992 (a).			
Section 3	Contracts	Myself	Close Family Member	HCC Use Only – date of registration
3.1	Any contract for goods, works or services with Hampshire County Council which has not been fully discharged by any organisation named at 1.1			
3.2	Any contract for goods, works or services entered into by an organisation at 1.1 where either party is likely to have a commercial interest in the outcome of business being conducted by the HPPB or by Hampshire County Council.			

Section 4	Land or Property	Myself	Close Family Member	HCC Use Only – date of registration
4.1	<p>Any beneficial interest you or any organisation listed at 1.1 may have in land or property which is likely to be affected by a decision made by the HPPB or by Hampshire County Council.</p> <p>This would include, within the area of Hampshire:</p> <ul style="list-style-type: none"> - Any beneficial interest in any land in the Hampshire area, including your place(s) of residency. - Any tenancy where the landlord is Hampshire County Council and the tenant is a body in which you have a beneficial interest - Any licence for a month or longer to occupy land owned by Hampshire County Council. <p>For property interests, please state the first part of the postcode and the Local Authority where the property resides. If you own/lease more than one property in a single postcode area, please state this.</p>			
Section 5	Securities	Myself	Close Family Member	HCC Use Only – date of registration
5.1	Any interest in securities of an organisation where:-			

	<p>(a) that body (to my knowledge) has a place of business or land in the area of Hampshire; and</p> <p>(b) either –</p> <p>(i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you have a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>			
Section 6	Gifts and Hospitality	Myself	Close Family Member	HCC Use Only – date of registration
	Any gifts and/or hospitality received as a result of membership of the HPPB (above the value of £50)			

OTHER INTERESTS

Membership of Organisations

I am a member of, or I am in a position of general control, a trustee of, or participate in the management of:

1. Any body to which I have been appointed or nominated by the HPPB or Hampshire County Council:

2. Any body exercising functions of a public nature (e.g. school governing body):

3. Any body directed to charitable purposes:

4. Any body, one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union):

5. Any local authority (please state any interests you hold as LA leaders/cabinet members for LA land, resources and the LA's commercial interests):

6. Any other interest which I hold which might reasonably be likely to be perceived as affecting my conduct or influencing my actions in relation to my role:

MEMBER'S DECLARATION AND SIGNATURE

I confirm that having carried out reasonable investigation, the information given above is a true and accurate record of my relevant interests, given in good faith and to the best of my knowledge.

Date

Member's Name
(Capitals – in full)

Signature

RECEIPT BY HAMPSHIRE COUNTY COUNCIL

Date received by Hampshire County Council

Name and signature of Hampshire County Council officer