

Cornwall and Isles of Scilly Local Enterprise Partnership Register of Members' Interests

April 2017 to March 2018

Name:

As a Board Member of the Cornwall and Isles of Scilly Local Enterprise Partnership (LEP), 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 Board Member shall review their individual register of interests before each board meeting and decision making committee meeting, submitting any necessary revisions to the LEP and S151/S73 Officer at the start of the meeting.

Even if a meeting has not taken place a Member must, within 28 days of becoming aware of any change to the interests specified below, provide written notification to the LEP and S151/S73 Officer, of that change.

***SPOUSE/PARTNER** – In the notice below my spouse or partner means anyone who meets the definition in the Localism Act, i.e. my spouse or civil partner, or a person with whom I am living as a spouse or a person with whom I am living as if we are civil partners, and I am aware that that person has the interest having carried out a reasonable level of investigation. Where your spouse or partner has recently been involved in any activity which would have been declarable, this should be mentioned, with the date the activity ended.

SECTION 1	ANY EMPLOYMENT, OFFICE, TRADE, PROFESSION OR VOCATION CARRIED ON FOR PROFIT OR GAIN	MYSELF	SPOUSE/PARTNER*
1.1	Name of: <ul style="list-style-type: none"> • your employer(s) • any business carried on by you • any other role in which you receive remuneration (this includes remunerated roles such as councillors) 		
1.2	Description of employment or business		
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	SPOUSE/PARTNER*
2.1	Any financial benefit obtained (other than from the LEP) 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	SPOUSE/PARTNER*
3.1	Any contract for goods, works or services with the LEP 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 any organisation named at 1.1 where either party is likely		

	to have a commercial interest in the outcome of the business being decided by the LEP in the forthcoming meeting.		
SECTION 4	LAND OF PROPERTY	MYSELF	SPOUSE/PARTNER*
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 LEP in the forthcoming meeting.</p> <p>This would include, within the area of the LEP</p> <ul style="list-style-type: none"> • Any beneficial interest in any land in the LEP areas, including your place(s) of residency • Any tenancy where the landlord is the LEP and the tenant is a body in which relevant person has a beneficial interest • Any licence for a month or longer to occupy land owned by the LEP <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	SPOUSE/PARTNER*
5.1	Any beneficial interest in securities of an organisation under 1.1 where:-		

	<p>a) that body (to my knowledge) has a place of business or land in the area of the LEP; and</p> <p>b) either –</p> <ul style="list-style-type: none"> i. the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or 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 has a beneficial interest exceeds one hundredth of the total issued share capital of that class. 		
SECTION 6	GIFTS AND HOSPITALITY	MYSELF	SPOUSE/PARTNER*
6.1	Any gifts and/or hospitality received as a result of membership of the LEP (above the value of £25)		

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 LEP:

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2. Any body exercising functions of a public nature (eg school governing body or another LEP):

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3. Any body directed to charitable purposes:

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

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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):

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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.

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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 (<i>Capitals - in full</i>)	
Signature	

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RECEIPT BY LEP

Date received by the LEP	
Signature of LEP Chief Executive	

RECEIPT BY S151/S73 OFFICER

Date received by the S151/S73 Officer	
Signature of S151/S73 Officer	

What is an interest that needs to be declared?

This is an outline of the types of interests with which the board members of Cornwall and Isles of Scilly Local Enterprise Partnership Limited should be concerned. It is a summary: a full definition is set out at article 1 of the articles of association. The way in which conflicts are to be dealt with is set out in article 14 of the articles.

By way of reminder, the Companies Act 2006 requires directors to avoid situations in which a director "has (or can have) a direct or indirect interest that conflicts, or possibly may conflict, with the interests of the company". If a director is so interested, s/he must declare the nature and extent of that interest to the other directors before the company enters into the transaction or arrangement.

Conflicts of interest are not always easy to identify. The National Audit Office has defined *Conflicts of interest* in its Cross-government Conflicts of Interest report 2015 as "a set of circumstances that creates a risk that an individual's ability to apply judgement or act in one role is, or could be, impaired or influenced by a secondary interest. The perception of competing interests, impaired judgement or undue influence can also be a conflict of interest."

You need to think just not about your own position and interests but also those of your relations (referred to in this note as "**Your Relations**"), defined as being:

1. a member of your family; and
2. a person with whom you have a close association.

You need to think about the business organisation that the LEP is considering at the meeting and if you or Your Relations have a relationship with that business organisation, you will have an interest to declare. The relationships that you need to think about are where:

1. the business organisation is your employer or the employer of Your Relations;
 2. you or Your Relations provide goods or services to the business organisation;
 3. you or Your Relations are a director, shareholder, partner or member of the business organisation;
- or
4. you or Your Relations are otherwise in a position of general control or management of the business organisation. Referred to in this note as "**Business Organisations**".

You need to think about the geography of the item on the agenda. If there is an item on the agenda that involves your neighbourhood, land that you, Your Relations or any of the Business Organisations own (or enjoy) or is in your constituency or the constituency of Your Relations, you will have an interest to declare. If the decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of Your Relations to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the electoral division or ward affected by the decision, you will have an interest to declare. This may be called a "**Geographical Interest**".

You need to think about monies that you receive (or may receive) from the Business Organisation. Examples include (and categorised as a "**Financial Interest**"):

1. payments relating to election duties;
2. expenses incurred; and
3. gifts or hospitality with a value over £25.

As soon as you become aware (or ought reasonably to have become aware) that you have an interest, you need to disclose the full nature and extent of that interest (unless the proviso below applies). The preference is to declare it before the meeting (so that the meeting can consider the point on the agenda) however this does not prevent a declaration at the meeting when the interest becomes apparent.

There may be circumstances where the interest is held but the board member is under a duty of confidence to a third party not to disclose or there is a risk that disclosure would risk the board member's safety. In such circumstances, the full nature and extent of the interest need not be declared.

In the event of an interest being declared, the board member needs to provide the relevant committee appointed to deal with interests/board with such details of the interest as may be requested by the committee/board to help them decide how to address the interest.

Board Members are asked to complete and return a Register of Interest Form which is updated annually and published on the LEP website.

A Declarations of Interests form is also circulated to all Board Members one week in advance of Board Meetings. Board Members are asked to be complete and return to the LEP Executive and Governance Manager not less than three days before a Board meeting.