



Business Interests and Additional Employment

Definition of a Business Interest or Additional Employment

The Business Interests of police officers are regulated by Regulations 6-9 of Police Regulations 2003, as amended by the Police (Amendment 3) Regulations 2012. The Business Interests of MSC officers are regulated by Special Constables Regulations. Police staff are not subject to any regulations or legislation in respect of Business Interests or Additional Employment. However, the definition of a Business Interest as set out in Police Regulations is considered relevant and appropriate for police staff and will apply in all respects.

It is essential that all MPS personnel understand the definitions contained in Regulations 6-9 Police Regulations 2003, as amended by the Police (Amendment No. 3) Regulations 2012. It is not just the personal Business Interests of MPS personnel that must be notified and approved. The policy also applies to Business Interests of spouses, civil partners and relatives living with them, if it is likely to interfere with the independent discharge of their duties.

Regulation 7(2) (a) and (b) defines a person as having a business interest if –

"being a member of a police force, the person holds any office or employment for hire or gain (otherwise than as a member of the force) or carries on any business'.

"being a member of a police force or relative of a member, the person holds or possesses a pecuniary interest in a license or permit granted in pursuance of the law relating to alcohol licensing, refreshment houses or betting and gaming or regulating places of entertainment in the area of the police force in question.'

Reference to a relative includes their spouse, parent, son, daughter, brother, sister, civil partner or any person living with the member as if they were their spouse or civil partner.

Failure to notify a Business Interest, Additional Employment or Political Activity

I understand I have to complete a Form 6005 to formally declare my Business Interest and Additional Employment with my line manager and local Professional Standards Unit when I join the MPS. I understand that the form below is an **indication** of my proposed business interest and that if offered a position with the MPS I am not to engage in that business interest until I receive written authorisation.

Failure to notify a Business Interest, Additional Employment or Political Activity, or to continue with such activity when it has been determined incompatible, could result in formal disciplinary action being taken, including dismissal from the MPS. This is applicable to both police officers and police staff. Please refer to the Police Regulations Police Officers or the Police Staff discipline policy for Police Staff.

Voluntary Activities

Voluntary activities (i.e. not involving hire or gain) and activities for which the officer is reimbursed expenses only, need not be notified as a Business Interest. However, MPS personnel must not engage in any voluntary activities which may fall within the definition of an incompatible Business Interest.

Officers and staff must declare their voluntary activities by email to their line manager who will make a decision on the compatibility of the activity. A record of the decision must be retained by their line manager. The line manager should refer to the local Professional Standards Unit if necessary to assist in this decision-making.

Examples of Compatible and Incompatible Business Interests and Additional Employment

Examples of Business Interests and Additional Employment, which ordinarily will be found **compatible depending on the particular circumstances**:

- Working in a retail outlet or garden centre
- Driver or chauffeur
- Childminding
- Electrician, plumber, builder and general manual trades
- Foster carer
- Football referee and sports or fitness instructor
- Working for a catering company
- Working at a garden centre
- Working with animals
- Hairdresser and beauty or health therapist
- Entertainer, singer or DJ
- First Aid or para medic
- Tutor
- Chef
- Photographer
- Family Magistrate
- Crypto-currency trading (but only compatible with your own money)
- Training delivery of non-police topics
- University lecturer (including Babcock for new police recruits. However, it is not compatible to work for Babcocks full-time whilst on a Career Break.
- 'Soft selling' to colleagues, e.g. Avon, Tupperware, Herbalife, etc.
- Buying and selling non-contentious items on a regular basis with the intention of making a profit via Intranet websites (e.g. eBay). Selling items on an occasional basis does not need to be declared as a Business Interest
- Letting a property or room, providing it is not a property owned by the MPS or MOPaC, and the letting is not to an officer or member of staff for whom they have line management responsibility. Individuals must provide the full postal address of each property they let.
- Working as a TV or film extra. However, MPS personnel must not appear in any commercial filming production which mirrors their role in the MPS. Nor may they appear in MPS issue uniform or use any MPS equipment, including officer safety/personal protection equipment;
- Writing books or articles which are not related to policing activities. In most cases, reference must not be made to the fact that the author is a member of the MPS. All books and articles (including Internet) must be seen and approved by the B/OCU Commander **before** publication, irrespective of whether it is fiction or non-fiction or a police related topic. Under no circumstances may the book or article be sent to any third party before it has been approved.

Examples of Business Interests and Additional Employments, which ordinarily will be found to be **incompatible (except under exceptional circumstances)**:

- Mirroring any form of police activity.
- Activity that is an extension of policing. This includes crime prevention and personal safety, close protection, any form of private security including club doorman and surveillance. This includes any role requiring an Security Industry Authority licence.
- Activity involving investigation (e.g. loss assessor, private detective (applicable to police officers, Police Community Support Officers, Special Constables and any other member of the MPS who has regular face-to-face contact with the public).
- Any activity using specialist police skills or knowledge.
- Activity which refers to MPS material, other than publicly available published material.

- Stewarding at an event (applicable to police officers, Police Community Support Officers, Special Constables and any other member of the MPS who has regular face-to-face contact with the public).
- Consultant or instructor on any firearms (including Taser).
- Any activity which has the potential to bring the MPS or policing into disrepute by publicity or otherwise.
- Lending of money or recovery of debts for others.
- Working in licensed premises e.g. as a licence holder or bar work. (applicable to police officers, Police Community Support Officers, Special Constables and any other member of the MPS who has regular face-to-face contact with the public).
- Publishing content or adverts for gain on social media accounts which has potential to bring the service into disrepute (includes OnlyFans, Twitter, Instagram, Facebook and social media blogs).
- Training contents relating to any MPS subject matter. (An exception is working for Babcocks for newly appointed police constables and detectives. However it is considered incompatible to work for Babcocks full-time whilst on a Career Break).
- Providing police 'expert' advice to TV, film and media. It is acknowledged that TV and film producers, playwrights and authors sometimes need up-to-date information on police practices and procedures. This service is provided by the MPS Intellectual Property team. They charge an hourly fee and use expert contacts for many areas of policing. Officers or staff who would like to be involved should consult with their line manager and if approved, complete Technical Expert Advice for Filming form and email to SSS Mailbox - Intellectual Property.
- Retained or serving Fireman. (Section 37 of the Fire and Rescue Services Act 2004 prohibits the employment by a Fire and Rescue Authority of a member of a Police Force. The Act states that *'no member of a police force may be employed by a fire and rescue authority for the purpose of discharging any of the authority's functions under this Act.'* 'Member of a police force' is not defined in the Act, but in effect it relates to members of a police force employed as Police Constables.
- Using a company name or promote any activity in a way which could be perceived as MPS-endorsed.
- Writing articles or books about policing or their experiences whilst they are still serving in the MPS. Please refer to memoirs guidance.
- Any activity where there may be a significant risk of injury.
- Letting accommodation to an officer or member of staff for whom you have line management responsibility.
- Any activity that presents a potential conflict of interest (includes criminal magistrate, practicing solicitor or barrister).
- Holding a license or permit granted in pursuance of the law relating to liquor licensing, refreshment houses or betting and gaming or regulating places of entertainment **within the MPS**.
- 'Hard selling' to colleagues by placing any pressure upon them to buy or rent, including recruiting others to sell on their behalf.
- Offering and conducting unregulated financial services.

The list is not **exhaustive**. **Each case will be considered on its merits**.

Business Interests and Additional Employment **Questionnaire**

All Applicants are to complete the questionnaire below.

Declaration:

I have read the definition of a Business Interest and Additional Employment guidance and confirm I do not have a Business Interest or Additional Employment to declare.

Signed: _____ **Date:** _____

I wish to report the following Business Interest or Additional Employment

1. Name and private address of external candidate

2. Name of Business Interest or Additional Employment

3. Nature of Business Interest or Additional Employment

4. Is the Business Interest or Additional Employment connected to your involvement, a family member or both

5. Address of Business Interest or Additional Employment (if different from 1 above)

6. Website of Business Interest or Additional Employment

7. Please outline your specific role within the Business Interest or Additional Employment

8. Do you intend to continue with your current employment/business role whilst working for the MPS if successful in your application?

9. How many hours do you intend to work per week on the Business Interest or Additional Employment

10. Does your Business Interest or Additional Employment trade with the MPS (yes/no)

11. If your Business Interest or Additional Employment is linked to an alcohol licence, are you named as the owner of the licence (yes/no)

Important:

If the details of your Business Interests or Additional Employment change prior to joining the MPS you need to inform SSCL Recruitment by emailing enquiries.policejobs@police.sscs.com

Signed: **Date:**

Witnessed: **Date:**

Retention period: 10 years if applicant employed; 12 months if applicant not employed
MP 861/09