



CONFLICT OF INTEREST POLICY

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Related Procedural Documents	Code of Conduct
<p>In the case of hard copies of this policy the content can only be assured to be accurate on the date of issue marked on the document.</p> <p>For assurance that the most up to date policy is being used, staff should refer to the version held on the Funtington District Community Centre website http://funtingtoncommunity.org/</p>	

1. Introduction

Funtington and District Village Hall Trust (the Trust) is an unincorporated association and is a registered charity: number 305373. Members (members) of the Committee of Management (the Committee) of the Trust have a duty to act in the best interests of the Trust. Members, in general, should not benefit from the Trust and should not be influenced by their wider interests when making decisions affecting the Trust.

The Constitution of the Trust contains provisions as to these matters and, in the event of a conflict between this policy and the Constitution, the latter shall prevail.

A 'conflict of interest' can be defined as:

“... any situation in which a member of the Committee's (the member) personal interests or responsibilities they owe to another body may, or may appear, to influence the member's decision-making ...”

Conflicts of interest may arise when the interests of members, or other “connected persons” are incompatible or in competition with the interests of the Trust. Such situations present a risk that members will make decisions based on these external interests, rather than the best interests of the Trust.

2. Purpose

The purposes of this policy are to protect the integrity of the Trust's decision-making process, to enable our stakeholders to have confidence in our integrity, and to protect the integrity and reputation of volunteers, staff and committee members.

3. Scope

Conflicts of interest cannot be avoided altogether. The existence and application of this policy will assist in managing them effectively, when they arise. It will also serve as a means of demonstrating good practice and governance under external scrutiny and will support members in establishing that they have acted in the Trust's best interest.

The most common types of conflict include

- Direct financial interest – when a member obtains a direct financial benefit via
 - The payment of a salary to the member by the Trust.
 - The award of a contract to a company with which the member is involved.
 - The sale of property at below market value to a member.
- Indirect financial interest – this arises when a close relative of a member benefits from the Trust:
 - The awarding of an employment contract to a member's spouse.
 - Making a grant to a member's dependent child.
- Non-financial or personal conflicts – occur when members receive no financial benefit, but are influenced by external factors:
 - Influencing Committee decisions on service provision to their own advantage
 - To gain some other intangible benefits or kudos.
 - Awarding contracts to friends.
- Conflicts of loyalties – members may have competing loyalties between the Trust to which they owe a primary duty and some other person or entity.

4. Responsibilities

The members have a responsibility to avoid conflicts of interest under (inter alia) the Charities Act 2011. Therefore, it is essential that all members are fully aware of their duties and responsibilities and, when acting as a member, they must act in the best interests of the Trust alone.

The Trust's Secretary is responsible for recording a register of interest declared at the beginning of each Committee meeting. The Secretary will also be available to new members to offer advice on what constitutes a potential conflict of interest, as they may be uncertain as to what comes under this heading.

5. Organisational Learning

- a) Annually, consideration will be given to the implications of any conflicts of interest heard during the previous year. These will be fed into the planning and management of future services, as part of the Trust's self-evaluation.