



FOUNDATION

2021

# CONFLICT OF INTEREST POLICY





All staff, volunteers, and management committee members of Sporting Influence Foundation CIC will strive to avoid any conflict of interest between the interests of the Organisation on the one hand, and personal, professional, and business interests on the other. This includes avoiding actual conflicts of interest as well as the perception of conflicts of interest.

The purposes of this policy is to protect the integrity of the Organisation'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.

Examples of conflicts of interest include:

- 1 A committee member who is also a user who must decide whether fees from users should be increased.
- 2 A committee member who is related to a member of staff and there is decision to be taken on staff pay and/or conditions.
- 3 A committee member who is also on the committee of another organisation that is competing for the same funding.
- 4 A committee member who has interests in a business that may be awarded a contract to do work or provide services for the organisation.

Upon appointment each director/member will make a full, written disclosure of interests, such as relationships, and posts held, that could potentially result in a conflict of interest. This written disclosure will be kept on file and will be updated as appropriate.

In the course of meetings or activities, director/members will disclose any interests in a transaction or decision where there may be a conflict between the organisation's best interests and the director/member's interests or a conflict between the interests of two organisations that the director/member is involved with.

After disclosure, the other members of the committee present at the time shall determine whether or not the stated interest represents a significant conflict. If they decide accordingly, they will request that any director/members with conflicts of interest leave the room for the discussion and not take part in any vote on the matter.

Any such disclosure and the subsequent actions taken will be noted in the minutes.



This policy is meant to supplement good judgment, and [staff, volunteers directors and management committee members] should respect its spirit as well as its wording. This policy will not override any rules or guidance in the governing document of Sporting Influence Foundation CIC, and the governing document should be referred to.

Date Adopted: