



CITY OF YORK HOCKY CLUB

POLICY FOR CONFLICTS OF INTEREST



This policy will be reviewed and, if necessary, updated annually.

A conflict of interest is defined as a situation in which a person (or person representing an organisation which) is involved in multiple interests, financial or otherwise, one of which could possibly corrupt the motivation or decision-making of that individual or organisation.

Trustees of the Club have a personal responsibility to declare conflicts of interest if they are to fulfil their legal duty to act only in the best interests of the Club.

The Club's Constitution states that Trustees may only receive the types of benefits described in sub-clause 4(5)* if they comply with the conditions of sub-clause 4(6)*. If followed, these procedures should avoid the conflict of interest that would otherwise arise when a Trustee benefits from the Charity. These restrictions extend to people closely connected to the Trustees as directed in see clause 4(8)* and includes all business and personal interests of those of the Trustee's spouse, partner, family and close relatives.

In accordance with the Club's Constitution sub-clause 4(7) a Trustee must absent himself or herself from any discussions of the Trustees in which it is possible that a conflict of interest will arise between his or her duty to act solely in the interests of the Charity and any personal Interest (including but not limited to any personal financial interest) and take no part in the voting upon the matter.

Declarations of conflicts of interest:

- (a) Will be declared at the beginning of each meeting;
- (b) Will be recorded openly in the Club's register of interests so that any actual or potential conflicts of interest can be identified more easily by individual trustees and the trustee body.
- (c) Will involve the removal of the Trustee concerned from any decision making; Details of the discussions and decisions made will be recorded in the minutes of the meeting. The register of interests will be regularly updated.

This policy will be monitored and enforced by the Executive Committee as part of the set of values contained in all relevant codes of conduct within the wider framework of the Club's collection of policies.



CITY OF YORK HOCKY CLUB



POLICY FOR CONFLICTS OF INTEREST: EXTRACTS FROM THE CLUB CONSTITUTION

- (5) A Trustee may:
- (a) sell goods, services or any interest in land to the Charity;
 - (b) be employed by or receive any remuneration from the Charity;
 - (c) receive any other financial benefit from the Charity,
- if :
- (d) he or she is not prevented from so doing by sub-clause (4) of this clause; and
 - (e) the benefit is permitted by sub-clause (3) of this clause; or
 - (f) the benefit is authorised by the Trustees in accordance with the conditions in sub-clause (6) of this clause.
- (6) (a) If it is proposed that a Trustee should receive a benefit from the Charity that is not already permitted under sub-clause (3) of this clause, he or she must:
- (i) declare his or her interest in the proposal;
 - (ii) be absent from that part of any meeting at which the proposal is discussed and take no part in any discussion of it;
 - (iii) not be counted in determining whether the meeting is quorate;
 - (iv) not vote on the proposal.
- (b) In cases covered by sub-clause (5) of this clause, those Trustees who do not stand to receive the proposed benefit must be satisfied that it is in the interests of the Charity to contract with or employ that Trustee rather than with someone who is not a Trustee and they must record the reason for their decision in the minutes. In reaching that decision the Trustees must balance the advantage of contracting with or employing a Trustee against the disadvantage of doing so (especially the loss of the Trustee's services as a result of dealing with the Trustee's conflict of interest).
- (c) The Trustees may only authorise a transaction falling within paragraphs 5(a)–(c) of this clause if the Trustee body comprises a majority of Trustees who have not received any such benefit.
- (d) If the Trustees fail to follow this procedure, the resolution to confer a benefit upon the Trustee will be void and the Trustee must repay to the Charity the value of any benefit received by the Trustee from the Charity.



CITY OF YORK HOCKY CLUB



POLICY FOR CONFLICTS OF INTEREST: EXTRACTS FROM THE CLUB CONSTITUTION

- (7) A Trustee must absent himself or herself from any discussions of the Trustees in which it is possible that a conflict will arise between his or her duty to act solely in the interests of the Charity and any personal interest (including but not limited to any personal financial interest) and take no part in the voting upon the matter.
- (8) In this Clause 4, "Trustee" shall include any person firm or company connected with the Trustee.