



Llangattock Green Valleys Community Interest Company (CIC)

Conflict of Interest Policy

All staff, volunteers, and board members of Llangattock Green Valleys 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 purpose 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 board members.

Examples of conflicts of interest might include, but are not limited to:

1. A board member who is also a user of the goods or services provided by the organisation - who is involved in making a decision on whether fees for users should be increased.
2. A board member who is related to a member of staff and there is decision to be taken on staff pay and / or conditions.
3. A board member who is also on the committee of another organisation that is competing for the same funding
4. A Director who has shares in a business that may be awarded a contract to do work or provide services for the organisation or is a director, partner or employee or related to someone who is.

Upon appointment each board 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 it will be updated as appropriate.

In the course of meetings or activities, Directors will disclose any interests in a transaction or decision where there may be a conflict between the organisations' best interests and the Director's best interests or a conflict between the best interests of two organisations that the Director is involved with. If in doubt the potential conflict must be declared anyway and clarification sought.

After disclosure, I understand that I may be asked to leave the room for the discussion and may not be able to take part in the decision depending on the judgement of the other committee members present at the time.

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

Review

This policy will be reviewed from time to time and updated as required.

Date: 20/09/2023

Signature (Chair)

Signature (Secretary) ...



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Register of Members' Interests

Declaration of Interest

Person or organization	Nature of relationship and/or nature of conflict of interest
Jo Bloggs the membership secretary	Brother-in-law
Millhouses Playing Field Association	Committee Member

Name.....

Position

Signed

Date

NB Complete one form for each member of the committee and file with the minutes.

This policy is meant to supplement good judgment and the LGV Articles of Association, and staff, volunteers and board members should respect its spirit as well as its wording.