



The Community Hall Jameston SA70 8QG

Conflict of interest policy

This policy sets out to demonstrate that members and local residents can trust JCA Trustees to make fair decisions.

The core principle is that JCA trustees have a duty to act in the best interests of the Association, its members and our beneficiaries when making decisions.

JCA requires every trustee to avoid any conflict of interest or loyalty (real or perceived) between the interests of JCA, and their personal, professional, and/or financial interests.

A possible conflict of interest exists whenever a proposed action by the JCA that the trustee is discussing and/or voting on, has the potential to benefit or harm the trustee and/or their friends or family and/or a connected person.

Examples of a conflict of interest include where a trustee:

- has a financial interest in a business that may provide services to JCA
- is related to someone in a business tendering for work with JCA
- hires the hall at times, and a decision is being made about increasing fees.

The acid test is whether a trustee's personal interests or loyalties, and the interests of those connected to them, could be seen to prevent the trustee from making a decision in the best interests of the charity alone.

Some conflicts of interest are clearcut, but others are a matter of judgement.

It is essential in every case to err on the side of caution, as even the perception that there is a conflict can cause serious damage.

A trustee must disclose any potential conflict of interest, or loyalty, at the start of a meeting.

S/he can then only take part in the discussion and the decision/vote if the other trustees present at the time agree unanimously that the potential conflict is inconsequential.

The other trustees present must exercise great caution when deciding whether to allow a trustee to take part in the meeting, as they themselves will be held to account for any failure to prevent a conflict of interest affecting the outcome.

In every case, the disclosure of a conflict of interest and the actions taken will be noted in the minutes.