

North East Kite Fliers

Conflict of Interest Policy

All Management Committee members and volunteers (Volunteers) carrying out work on behalf of The North East Kite Fliers (The Club) will strive to avoid any conflict of interest between the interests of the Club 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 Club's decision-making process, to enable our members and organisations with whom we work to have confidence in our integrity, and to protect the integrity and reputation of committee members and Volunteers.

Examples of conflicts of interest include:

- 1 A committee member who is also a member who must decide whether fees from members should be increased.
- 2 A committee member who is also on the committee of another organisation that is competing for the same funding.
- 3 A committee member who has shares in a business that may sell something to the Club or provide services for the Club.

Upon appointment each committee 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, committee members will disclose any interests in a transaction or decision where there may be a conflict between the organisation's best interests and the committee member's best interests or a conflict between the best interests of two organisations that the committee member is involved with.

After disclosure, the member 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.

This policy is meant to supplement good judgment, and staff, volunteers and management committee members should respect its spirit as well as its wording.

Date Adopted: 17 February 2019

[Signed] Jerry Swift
Chairman, North East Kite Fliers