

Conflicts of Interest Policy

1st Southgate Scout Group

Charity Registration Number: 305881

Date of Conflicts of Interest Policy Statement: September 2014

(Latest Review: April 2024)

1. Introduction

- 1.1 1st Southgate Scout Group (the Group) is a separate educational charity and is registered with the Charity Commission. It was established in 1957. The Group is a part of the Scout Association in the UK and as such is required to comply with the Policy Organisation and Rules of the Scout Association (POR). The Group is also required to comply with the current Charities Acts.
- 1.2 The main aim of Scouting is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.
- 1.3 To comply with legislation, all charities must have a governing body, which in Scouting is called a Trustee Board. Members of the Board must act collectively as Charity Trustees of the Group.
- 1.4 The Trustee Board plays a vital role in the running of the Group. Boards make decisions and carry out administrative tasks to ensure that the best quality Scouting can be delivered to young people in the Group.
- 1.5 In carrying out their role, Trustees must act with integrity and avoid any personal conflicts of interest or misuse of charity funds or assets. Trustees 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 Group.

2. Conflicts of Interest

- 2.1 A conflict of interest is any situation in which a trustee's personal interests or loyalties could, or could be seen to, prevent the trustee from making a decision only in the best interests of the charity.
- 2.2 a conflict of interest exists even where there is the possibility that a trustee's personal or wider interests could influence the trustee's decision making. Even the perception that there is a conflict of interest can damage the charity. Where the perception is not accurate because there is no conflict of interest, the Trustees should always be able to respond appropriately to the situation by managing the risks to the charity and being prepared to explain how they have made their decisions only in the best interests of the charity.
- 2.3 Conflicts of interest relate to a trustee's personal interests and the interests of those connected to them. This means, for example, that there is a conflict of interest where there is a proposed transaction between the charity and a connected person. Similarly, there is a conflict of interest where there is a benefit or a potential benefit to a connected person.

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3. Managing Conflicts of Interest

- 3.1 The Group Administrator will maintain a register of conflicts of interest in which every Trustee will declare conflicts of interest upon their appointment. They will add further entries into the register as they arise.
- 3.2 There will be a standard item on the agenda of every Trustee Board meeting and any conflicts of interest relevant to that meeting's agenda will be recorded in the minutes. These can also be added if they become apparent during the meeting.
- 3.3 Depending on the significance of the conflict of interest the Trustees may decide that the Trustee with the conflict may not vote on a decision, or take part in the discussion, or that they should leave the room for that particular item. They may also decide that none of these is necessary. It will be for the Trustees to decide, but that decision must be recorded in the minutes.

4. Approval and Review

This Conflicts of Interest Policy Statement was prepared by the Trustees to provide a framework for the management of conflicts of interest. It will be reviewed on an annual basis to ensure continuing appropriateness.

Approved by the Trustee Board: Signed Chris Hobbs (Group Lead Volunteer)

Dated: 25th April 2024