

Procedure for handling a Conflict of Interest

Prior to and in the course of LNVHMC meetings or activities, Trustees will disclose any interests in a transaction or decision where there may be a conflict between their and LNVH's best interests or between two organisations with which the Trustee is involved. If in any doubt, the potential conflict must be declared and clarification sought.

In the case of a conflict of interest arising for a Trustee, the "unconflicted" Trustees on the LNVHMC may authorise such a conflict provided that one or more of the following conditions apply:

- The Trustee who has declared the conflict of interest withdraws from the part of the meeting at which there is discussion of any arrangement or transaction affecting that other organisation or person;
- The Trustee who has the conflict of interest does not vote on any such matter and is not to be counted when considering whether a quorum of Trustees is present at the meeting;
- The "unconflicted" Trustees consider it to be in the interests of the charity to authorise the conflict of interest in the circumstances applying.

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

For all other potential conflicts of interest the advice of the Charity Commission will be sought and the advice recorded in the minutes. All steps taken to follow the advice will be recorded. The handling of conflicts of interest shall be as transparent as possible, without compromising personal and private information.

This policy is meant to supplement good judgment and all Trustees should respect its spirit as well as its wording.

Date Adopted: 25th April 2017
Review: AGM 2018
Secretary: J.S. Beaumont
Chair: W.A. Smith