



Nunthorpe Squash Club Committee

Conflict of Interest Policy

Purpose: The purpose of this Conflict-of-Interest Policy is to ensure that the members of the Nunthorpe Squash Club Committee act in the best interests of the club and its members, avoiding conflicts of interest that may compromise the integrity of decision-making processes.

Definitions:

1. **Committee Member:** Refers to any individual serving on the Nunthorpe Squash Club Committee.
2. **Conflict of Interest:** Exists when a Committee Member's personal, professional, or financial interests interfere, or appear to interfere, with the ability to exercise impartial judgment in the best interest of the Nunthorpe Squash Club.

Policy:

1. **Disclosure:** a. Committee Members shall promptly disclose any actual or potential conflicts of interest to the rest of the Committee. b. Disclosure should include all relevant facts about the interest that could reasonably be expected to affect the decision-making process.
 2. **Recusal:** Committee Members with a conflict of interest shall abstain from voting or influencing discussions on matters where the conflict exists. The conflicted member shall leave the room during discussions and voting related to the matter at hand.
 3. **Minutes:** All disclosed conflicts of interest and actions taken to address them shall be documented in the minutes of the Committee meetings.
 4. **Annual Review:**
 - a. The Committee shall conduct an annual review of potential conflicts of interest, ensuring that all members are aware of their obligations under this policy.
 - b. Committee Members shall update their disclosures as necessary.
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5. **Resolution:** If a conflict of interest arises during Committee business, the Committee shall determine the appropriate course of action, which may include seeking input from impartial third parties.
 6. **Education:** The Committee shall provide educational materials to members to ensure a clear understanding of what constitutes a conflict of interest and the procedures for disclosure and resolution.

Terminology

Conflict of Interest is a situation in which a person has an Interest (defined below) which may compromise that person's obligations to NSC or to any other person or body with which NSC has a relationship. A Conflict of Interest includes perceived and potential conflicts as well as actual conflicts of interest. A perceived conflict of interest is one which a reasonable

person would consider likely to compromise objectivity. A potential conflict of interest is a situation which could develop into an actual or perceived conflict of interest.

An Interest is a financial or non-financial interest involving the person, or a Connected Person (defined below). A financial interest refers to anything of non-trivial monetary value including but not limited to salary, commission, consultancy fees, contractual interest, discounts, property and royalties. A non-financial interest refers to any non-financial benefit or advantage including but not limited to access to privileged information or services, property or intellectual property rights and enhancement of a career, education or professional reputation.

A Connected Person is anyone with whom the individual in question has a relationship which is likely to appear to a reasonable person to influence the individual's objectivity including but not limited to close family, their partner and close personal friends

Date of Adoption: 1st December 2023

Acknowledgment: By serving on the Nunthorpe Squash Club Committee, each member acknowledges that they have received, read, and understand this Conflict-of-Interest Policy and agrees to comply with its terms.

Nunthorpe Squash Club Management Committee

Nunthorpe Squash Club

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