

Christchurch Food Festival Education Trust

CONFLICT OF INTEREST POLICY

REVISED: SEPTEMBER 2023

The Christchurch Food Festival Education Trust (The Trust) is a grant-giving body.

Applications for funding for events and projects must be made in writing.

Trustees must be aware that there are legal and regulatory requirements in relation to conflicts of interest.

All Trustees are to be made aware of the issues associated with providing funding for events or projects that may give them a conflict of interest.

Trustees should consider before entering into discussions to agree funding for an event or project, if as a result of their taking part they could receive:

- direct financial gain or benefit to the trustee, such as:
- payment for services provided to the charity;
- the award of a contract to another organisation in which a trustee has an interest and from which a trustee will receive a financial benefit; or
- the employment of a trustee in a separate post within the charity, even when the trustee has resigned in order to take up the employment.
- indirect financial gain, such as employment by the charity of a spouse or partner of a trustee, where their finances are interdependent;
- non-financial gain, such as when a user of the charity's services is also a trustee; and
- conflict of loyalties, such as where a trustee is appointed by the local authority or by one of the charity's funders, or where a friend of a trustee is employed by the charity.

Trustees should be aware that they have agreed to abide by the Trust Deed to which they agree to:

Section 19. of the Trust Deed *Conflict of Interest*, which states:

A Trustee must absent himself or herself from any discussions of the Trustees in which it is possible that a conflict will arise between his or her duty to act solely in the interests of the Charity and any personal interest (including but not limited to any personal financial interest).

Also:

Section 25. of the Trust Deed *Trustees not to benefit financially from their Trusteeship*, which states:

Unless expressly authorised in writing in advance by the Commission to do so, no Trustee may buy goods or services from the Charity, or sell goods or services to the Charity or receive remuneration, or receive any other financial benefit from the Charity or from any trading company owned by the Charity.

The Trustees will maintain a Conflicts of Interest Register. Any benefit to a Trustee or Trustees will be declared within The Trust's Annual Report.

This Policy has been agreed by the Trustees and will be reviewed every three years unless new legislation is introduced requiring changes to be made.

Signed: 

Date: 31st October 2023

Date of next Review: September 2026