

# Conflict of Interest / Pecuniary Interest



## *Introduction*

*All Trustees and Volunteers should declare any personal or business interests, which may conflict with their responsibilities as Trustees.*

## **Requirements**

A register of interests will be maintained by METUPUK and each Trustee and Volunteer will be required on appointment and annually to detail personal or business interests which may conflict with their responsibilities.

An email will be sent out annually for Trustees and Volunteers to update their personal or business interests. Even if there are no interests to declare there will still be a requirement to confirm that there is nil to declare. The register should list direct or indirect pecuniary interests. All Trustees and Volunteers are strongly encouraged to register non-pecuniary interests that relate closely to the METUPUK activities and interests of close family members and persons living in the same household as the Trustee or Volunteer.

## **Roles and Responsibilities**

In addition to the annual review of the register, Trustees and Volunteers are required to update the register as changes occur.

The Chair of the Trustees is required to remind Trustees of their responsibility to always raise conflicts of interests especially at times of decision making. In the instance that a conflict of interest is raised, the Trustee should not participate in the discussion or determination of matters in which they have a direct pecuniary interest. They should withdraw from the meeting to eliminate any bias or potential influence over other Trustees.

When an interest is not of a direct pecuniary kind, Trustees should consider whether participation in the discussion or determination of a matter would suggest a level of bias. In circumstances where the Trustee is uncertain, the view of the Chair should be sought. In considering whether a real danger of bias exists in relation to a particular decision, Trustees should assess whether they, a close family member, a person living in the same household as the Trustee or, a firm, business or organisation with which the Trustee is connected are likely to be affected by the decision in question.

Trustees should also ensure that the acceptance of outside appointments during tenure as a Trustee does not represent a conflict of interest.