



Leeds U3A Conflicts Of Interest Policy

Leeds U3A (hereafter 'the U3A') recognises and acknowledges the legal requirement upon Trustees to declare any conflict of interest immediately upon awareness of any possibility that personal or wider interests outside U3A could influence their decision making

IDENTIFICATION OF POTENTIAL CONFLICTS

The U3A Trustees will maintain a register of all potential conflicts of interest that Trustees might have. This may be made available to members on request.

The Executive Committee of the U3A will encourage Trustees to declare, at Exec meetings, anything they feel could fall within this remit. Exec members commit to maintaining confidentiality about any matters deemed not to constitute a potential conflict of interest.

Potential conflicts of interest may arise from:

- Financial interest in resources used by U3A
- Voluntary or employment involvement in any groups, bodies, companies or organisations which are utilised by, or have links to, the U3A
- Membership of groups, bodies, companies or organisations which utilise resources, that are used by U3A, for other purposes

This is not an exhaustive list; it exists for illustration only.

MANAGEMENT OF CONFLICTS

Should a conflict of interest arise during any meeting, this will be recorded as follows:

- The nature of the conflict and the Trustee(s) affected
- Whether this conflict has been declared in advance of being identified at this meeting
- An outline of the discussion
- Whether any Trustee(s) withdrew from the discussion
- How the (remaining) Trustees made the decision in the best interests of the U3A