



Blue Light Sports Foundation CIO
Registered Charity: 1217645
11 Musselburgh Drive
Corby
Northamptonshire
NN17 5BT
Email: bluelightsports.foundation@gmail.com
Website: www.bluelightsports.org.uk

TRUSTEE CONFLICTS OF INTEREST POLICY

Dated 16th April 2026

Purpose

- Ensure that trustees understand what constitutes as a conflict of interest.
- Require trustees to declare interests that could influence decision-making.
- Protect the charity's reputation and adherence to legal duties.

Types of Conflicts

- **Financial Conflicts:** Situations where a trustee or connected person (family, business partners, or associated organisations) could gain money or other benefits from a trustee decision, excluding normal expense reimbursements.
- **Loyalty Conflicts:** Situations where a trustee's personal loyalties (e.g., to another charity, employer, or connected individuals) could compromise impartial decision-making.

Declaration and Identification

- Trustees complete a declaration of interests form upon appointment and update it annually or as necessary.
- Conflicts must be declared as a standing item at the start of every trustee or committee meeting.
- If unsure, trustees are encouraged to err on the side of openness and declare potential conflicts.

Managing Conflicts

- **Recusal:** Trustees with a material conflict generally withdraw from discussion and voting on the matter.
- **Decision-making:** Unconflicted trustees make decisions solely in the charity's interest.
- **Risk-based approach:** Small or low-risk conflicts may allow limited participation, while serious or recurring conflicts may necessitate involvement of the Charity Commission or resignation.

Recording and Reporting

- All conflicts, declarations, and actions taken must be recorded in the meeting minutes.
- Benefits or payments to trustees or connected persons should be fully disclosed in annual reports and accounts in line with SORP guidance.

Examples of conflicts

- A trustee being a service user voting on fees could present a loyalty conflict, they may need to withdraw from the vote.
- Trustees involved in multiple charities bidding for the same funding may face a financial and loyalty conflict and must declare their interests before discussion.
- Trustees with shares in a business supplying services to the charity must declare the interest and avoid decision-making that benefits the business.

Review and Updates

This policy is reviewed and updated annually, or sooner when there are significant updates in UK law or Charity Commission guidelines.

Signed

A handwritten signature in black ink that reads "G. Callier". The signature is written in a cursive, flowing style.

Gary Callier
Founder and Operations Manager