Cambridge Cangaroos Trampoline Club - Conflict of Interest Policy

Conflict of Interest Policy: **Aligned with British Gymnastics Governance Standards**

1. Purpose

This policy ensures that Cambridge Cangaroos Trampoline Club operates with integrity, transparency, and accountability in accordance with **British Gymnastics (BG) governance requirements**. It provides a clear framework for identifying, declaring, and managing conflicts of interest that may compromise—or appear to compromise—the fairness of decisions affecting members, volunteers, athletes, and the Club.

2. Scope

This policy applies to all individuals acting on behalf of the Club, including:

- Company Directors, Committee members and trustees
- Coaches, assistant coaches, and judges
- Welfare Officers
- Volunteers and session helpers
- Contractors and service providers
- Anyone representing the Club in a BG-affiliated capacity

It covers all Club activities, including governance, safeguarding, coaching, competition entry, procurement, financial management, disciplinary matters, and interactions with British Gymnastics.

3. Definition of a Conflict of Interest

A **conflict of interest** arises when an individual's personal, financial, professional, or organisational interests could influence—or be perceived to influence—their decisions or actions on behalf of the Club.

British Gymnastics recognises the following categories:

- **Financial conflicts** – personal financial gain or benefit
- **Personal conflicts** – family relationships, friendships, or close associations
- **Professional conflicts** – roles held in other clubs or organisations
- **Loyalty conflicts** – competing obligations to another club, employer, or organisation
- **Safeguarding conflicts** – relationships that compromise impartial handling of welfare concerns

Both **actual** and **perceived** conflicts must be declared.

4. Examples (Aligned with BG Standards)

- A coach selecting their own child or relative for competitions or squad places.
- A committee member influencing procurement decisions involving their employer or business.

- A Welfare Officer handling a safeguarding concern involving a friend or family member.
- A judge officiating at an event where their child or athlete is competing.
- A volunteer recommending a supplier they have a financial interest in.
- A committee member who also sits on another club's committee influencing decisions that affect both clubs.

5. Duty to Declare

In line with British Gymnastics governance expectations:

- All individuals must declare conflicts **as soon as they arise**.
- Committee members must complete an **annual Conflict of Interest Declaration**.
- Declarations must be updated whenever circumstances change.
- All declarations will be recorded in the **Club's Conflict of Interest Register**, maintained by the Secretary.

Failure to declare a conflict may be treated as a breach of BG's Codes of Practice.

6. Managing Conflicts of Interest

The Committee will manage conflicts using one or more of the following BG-aligned actions:

- **Recusal** – the individual withdraws from discussion, decision-making, or voting.
- **Restriction** – limiting access to information or involvement in relevant activities.
- **Independent oversight** – appointing an impartial BG-qualified individual to review decisions.
- **Reassignment** – allocating duties to another coach, official, or committee member.
- **Removal from role** – where the conflict cannot be effectively managed.

All actions taken will be recorded in the Conflict of Interest Register.

7. Committee Decision-Making (BG Governance Requirements)

When a conflict is declared:

- It must be formally recorded in the meeting minutes.
- The conflicted individual must leave the room for the relevant agenda item.
- Decisions must be made solely by non-conflicted members.
- The quorum must exclude the conflicted individual.

If the Committee becomes inquorate due to conflicts:

- The matter must be deferred, or
- Escalated to British Gymnastics for guidance.

8. Safeguarding Considerations (BG Safeguarding Policy)

Conflicts of interest can compromise safeguarding. Therefore:

- No individual may handle a safeguarding concern involving someone they have a personal relationship with.
- The Welfare Officer must escalate conflicted cases to the **British Gymnastics Safeguarding Team**.
- All safeguarding decisions must prioritise the safety and wellbeing of children and adults at risk.
- Any conflict involving safeguarding must be recorded and reported in accordance with BG procedures.

9. Coaching, Judging & Competition Decisions

To ensure fairness and compliance with BG Codes of Practice:

- Coaches must avoid making selection decisions involving family members or close associates.
- Squad placements must be based on transparent, published criteria.
- Judges must not officiate where conflicts exist (e.g., family members competing).
- Any potential conflict must be declared to the Head Coach and recorded.

10. Procurement & Financial Management

To protect the Club's finances and comply with BG governance expectations:

- Individuals must not participate in decisions involving suppliers they are connected to.
- All procurement must demonstrate value for money and follow Club financial procedures.
- Any financial conflict must be declared and managed before decisions are made.

11. Breaches of the Policy

Breaches may result in:

- Removal from committee or coaching roles
- Disciplinary action under Club or British Gymnastics procedures
- Referral to British Gymnastics or relevant authorities
- Suspension of membership in serious cases

12. Review of Policy

This policy will be reviewed:

- Annually
- Following updates to British Gymnastics governance requirements
- After any incident involving a conflict of interest

Latest review: **September 2026** Next review due: **September 2027**

13. Approval

Approved by the Cambridge Cangaroos Trampoline Club Committee.

Chair: Mark Coleman_____

Secretary: Tony Fagelman_____

Date: 17/09/26 _____