



Conflict of Interest Policy

Purpose

In order to protect staff members and London School of Business and Social Sciences from compromise, it is both necessary and helpful to settle a policy to deal with conflict of interest. Where a School Member has a conflict of interest, they have a duty to disclose it and take appropriate action.

Scope and Definition

The Conflict of Interest Policy applies to all London School of Business and Social Sciences members, which include, but is not exhaustive to:

- Full time and part time staff employed by the School, and those engaged as a member of a subsidiary company of the School
- Someone affiliated to the School, visiting academics and committee members
- External members of any of the School's committees

A conflict of interest may be perceived, potential or actual:

- Perceived conflict of interest: where a reasonable person would consider a likely compromise
- Potential conflict of interest: a situation that may or could develop into an actual conflict of interest

Relating or consisting of monetary interest

A staff has a pecuniary interest where there is a likelihood that there will be a financial gain to the member of staff

Personal Interest

A conflict of interest is where a School Member has an interest which may compromise their obligation to the School or to anybody with which the School has a relationship, or where the School staff/ member has the opportunity to affect or influence a decision of the School.



Procedure

Where the conflict of interest relates to a School Member's role on a School Committee, in which aspects of the agenda may relate to the School Member, the School Member must disclose the conflict of interest to the Committee at the start of the meeting. Where the School Member is a Head of Department or Programme Leader, disclosure of conflicts of interest must be made in writing to the Principal of the School; in accordance with procedures, a cause of action must be decided, signed and placed on record in the School member's personal file.

Thereafter, it is the School member's responsibility to comply with the agreed cause of action. Should the Principal be placed in a conflict of interest situation he must disclose this to the Board of Directors. Where a conflict of interest involves or concerns a student registered with the School, the School Member must specifically disclose such a conflict of interest.

Failure to disclose a conflict of interest

Where a School Member fails to disclose an interest, this may constitute misconduct, and may result in disciplinary action.

Example of conflict of interest

Where a member of the teaching staff is assessing a student who is a family relation or there is a personal relationship between the parties. Where a member is in a position to influence directly or indirectly School business, research or other decisions that could lead to personal gain for them, their family or others.