



# Institute Of Psychotherapy & Social Studies - Conflict of Interests Policy

This policy applies to all members of the Institute of Psychotherapy & Social Studies (IPSS) but has particular salience for governance of the IPSS at Council level. All IPSS members will aim to avoid conflicts of interest between the interests of IPSS and other personal, professional or business interests. If conflicts are unavoidable, they must be declared to the IPSS Council to facilitate further discussion and deliberation. This policy incorporates the perception of, as well as actual, conflicts of interest.

The purposes of this policy are:

- to protect the integrity of IPSS's decision-making processes
- to enable members to have confidence in our integrity
- to safeguard the integrity and reputation of all involved.

Examples of conflicts of interest might include:

- 1) Relationships (business or personal) between members of the IPSS council.
- 2) A member of the IPSS Council who is also on the committee of a competitor organisation
- 3) A member of the IPSS Council who has shares and/or commercial/financial interests in, or is employed by, or is otherwise connected to a business that may be affected by decisions of the IPSS Council.

The foregoing list is not intended as exhaustive, and conflict of interest decisions must be made on a case-by-case basis. At the commencement of each Council meeting, attendees are invited to declare any new conflicts of interest if such are forthcoming. If so, these are recorded in the minutes of the meeting by the Administrator and are published in the Members area of the website. However, before publication, conflict of interest issues are discussed in the council meeting with the intention of working towards constructive resolution. IPSS Council members are also invited to flag up any potential or foreseen conflicts of interest so these can be addressed pre-emptively.

In most situations the member in question will be invited to remain in the meeting and participate fully. The IPSS Council reserves the right to reach any of the following conclusions:

- that it is not appropriate for the IPSS member to continue serving in the IPSS Council
- that they may remain but not participate in the debate
- that they remain and participate but not vote

The foregoing determinations are not exhaustive. For example, in certain cases a declared and technically accurate conflict of interest may not harm either the interests of any IPSS member or the person making the declaration. In that case the most appropriate decision may be to take no further action.

Any such disclosure and the subsequent actions taken will be noted in the minutes. These same principles apply to both ordinary members of the IPSS and Council members who have additional governance and decision-making responsibilities.

This policy is intended to supplement and bolster sound judgment - not replace it - and Council members alongside the wider IPSS membership should respect its spirit as well as its specific wording.

14/06/2023

Scheduled for review: June 2028.