Conflicts of Interest Policy

Richard Huish Trust

Policy owner	Governance Specialist
Approving board/ committee	Trust Board
Date approved	14th July 2026
Date implemented	1st September 2026
Review period	2 Years
Next review due	Summer 2028

Contents

1. Statement of intent

This policy sets out the detailed process that needs to be followed by members, directors (also known as ‘trustees’), senior staff and local governors (governors) to avoid any potential conflict of interests.

Huish is committed to undertaking, and being seen to undertake, all its activities to the highest possible standards of propriety and integrity expected of a public body. The Trust, its staff, members, directors, senior staff and governors will act fairly, honestly and with integrity in all aspects of what they do. They must uphold the highest standards of public conduct and, at all times, act in the interests of the Trust.

All members, trustees and governors are specifically expected to apply the Seven Principles of Public Life established by the Nolan Committee:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

Conflicts of interest (whether real or perceived) cannot always be eliminated but they need to be identified so that they can be avoided or managed appropriately with this policy.

The declaration of a potential, perceived or real conflict is a responsible action and not a reflection on the integrity of the individual.

2. Purpose of the policy

The purpose of this policy is to:

- ensure that the members, directors, senior staff and governors comply with their legal duties;
- protect the integrity of the Trust’s decision-making processes;
- enable all outside parties dealing with the Trust to have confidence in its integrity;
- protect the integrity and reputations of members, directors, governors and senior staff.

3. Application of the Policy

This policy applies to all Richard Huish Trust (RHT) Members, Directors, senior staff, Governors and any other person attending boards/committees in an advisory capacity and sets out the minimum requirements that must be met.

On any occasions where members, directors, senior staff or governors are concerned that a particular circumstance or event, whilst complying with this policy, may still lead to a potential or actual conflict of interest (whether real or perceived), they should consult with the clerk to their board to seek further advice.

4. Definitions

Conflict of interests

A conflict of interests is any situation in which a personal interest (or a person connected to a director/governor/senior member of staff), or interests that they owe to another body, may (or may appear to) influence or affect that person's decision making.

A conflict of interest will occur when there is a divergence between an individual's private interests or loyalties (or those of any related parties) and the interests of the Trust and its academies such that an independent observer might reasonably question whether the individual's actions or decisions are determined by considerations of personal/professional gain, whether financial or otherwise.

A conflict of interest is a set of circumstances that creates a risk that an individual's ability to discharge their duty to act in the best interests of the Trust is compromised because their judgement could be impaired or influenced by a secondary interest.

Conflicts might occur due to the possibility of individual or related parties having:
- direct or indirect financial interests;
- non-financial or personal/professional interests;
- conflicts of loyalty where decision makers may have competing loyalties between the Trust and the other person or entity.

Further context for directors

Directors of a charitable company limited by guarantee have two sets of similar, and largely overlapping, duties to avoid conflicts of interest. The first duty comes from the charity law duty imposed on the directors by virtue of their position as charity law trustees. The second duty comes from company law (Companies Act 2006; charity trustee duties) and is imposed on directors by virtue of their position as a company director.

Directors have a legal obligation to act in the best interests of the Trust and in accordance with the Trust's Articles of Association (its governing document) and to avoid situations where there is an actual conflict of interests or a potential conflict of interests where it is reasonably perceived that an actual conflict could emerge.

Articles 97-98 of the Articles of Association impose an obligation to disclose any actual or potential conflicts of interest and withdraw from discussions of the Board where it is possible that a conflict of interests may arise.

Related party

'Related parties' is a specific term used to describe persons and entities who could reasonably be seen to have influence over the trust, or who is closely connected to someone who does. This includes all members and directors, their close family or people in the same household, any business partners, companies they or close family own 20% or more, or can significantly influence, and any organisations they control. It also includes anyone (or any organisation) that can appoint a member or director under the articles, recognised sponsors of the trust, any bodies connect to those appointing bodies or sponsors (for example, ones they control, are controlled by, or are under common control with).

Specific examples of a related party includes:
- individuals for organisations related to a member or director, including:

- a relative (close family or same household, e.g. child, parent, spouse or civil partner);
    - an individual or organisation in partnership with the member/director or their relative;
    - a company in which the member/director or their relative (separately or together) holds more than 20% of the share capital or voting power;
    - an organisation controlled by the member/director or their relative (acting separately or together); control means being able to secure that the body's affairs are conducted in accordance with the individual's/organisation's wishes.

- Any individual or organisation with the right under the trust's articles of association to appoint a member or director, or any body connected to such an individual or organisation.
- Any individual or organisation recognised by the Secretary of State as a sponsor of the academy trust, or any body connected to such an individual or organisation.
- A body connected to another if it controls, is controlled, or is under common control with the other. Control includes:
    - holding more than 20% of the share capital (or equivalent interest);
    - having the equivalent right to control management decisions of the body; or
    - having the right to appoint or remove a majority of the board/governing body.

The Charities SORP considers the following 'natural persons' as related parties:

A. any trustee or member of an academy trust;

B. a person who is the donor of any land to the trust (whether the gift was made on or after the establishment of the trust); and

C. any person who is:

   I. a child, parent, grandchild, grandparent, brother or sister of any such trustee/member (A) or donor (B) of land;
   II. an officer, agent or a member of the key management personnel of the trust;
   III. the spouse or civil partner of any of the above persons (A, B, C1 and C2);
   IV. carrying on business in partnership with any of the above persons (A, B, C1, C2 and C3);
   V. a person, or a close member of that person's family, who has control or joint control over the academy trust;
   VI. a person, or a close member of that person's family, who has significant influence over the academy trust.

There are a variety of potential interests that members, directors, senior staff and governors may have that could potentially conflict with their duty to always act in the best interests of the Trust. Those listed above must be declared if they have such an interest or if any related party has such an interest. However, there may be other potential interests or conflicts that exist not listed above which should also be declared.

Personal relationships and family members

Members, directors, senior staff, governors and advisors to the board or a committee should declare if they are related to, or have a partner, who is a member of staff of another member, director, senior staff member or governor.

Those who have declared a partner or family member who is a member of staff must not be involved in the recruitment, selection, appraisal, promotion or other processes involving the member of staff or where conflict may exist.

Applicants for jobs within the Trust will be asked to declare whether are related to, any current employees, pupils or governors.

Members, directors, senior staff, governors and advisors to a board or committee/panel are expected to declare if they have any personal connection (this could include being previously acquainted but not friends), of any nature, to any individual being considered as part of a formal process. Depending on the nature of the connection it must be considered as to whether there is potential for a real or perceived conflict to arise.

Peuniary interest

Pecuniary (monetary/financial/business) interests include, but are not restricted to:

- a financial interest in a company or organisation they or any nominee of theirs is the beneficial owner of more than 1% of the issued capital (e.g. shares, bonds etc.);
- directorships, partnerships and employments with businesses irrespective of whether or not they trade with the Trust, its academies or subsidiary companies.

Non-Pecuniary Interests

Non-pecuniary (non-monetary/financial) interests include, but are not restricted to:

- being the partner or relative of other members of staff or directors, members, governors or advisors to the board/committees;
- pursuit of a business interest/opportunity which is in potential conflict with the best interests of the Trust;
- where any partner or relative would have a pecuniary interest if they were a member of staff;
- a professional or legal responsibility to someone else or some other body which is in potential conflict with the best interest of the Trust;
- having a beneficial interest in a trust which is in potential conflict with the best interests of the Trust;
- membership of a society or other organisation, including other trusteeships and whether there is a trading relationship with the Trust, its academies or subsidiary companies;
- holding another public office;
- close personal relationships with people or organisations that may, or do, undertake business with the Trust or its academies;
- a potential benefit in the future, such as the offer of employment or other benefits, from an organisation that undertakes or could undertake work on behalf of the Trust or its academies or subsidiary companies;
- having the right to appoint or remove a majority of the board or governing body.

All relevant interests of members, ~~and~~ directors, the Chief Executive Officer (CEO) and Chief Finance Officer (CFO, or equivalent postholder) are published on the Trust's website as required by the Department for Education (DfE). Interests of local governors are published on the academy's website.

5. Declaring interests

Members

Members will be asked by the clerk, on a periodic basis, to renew their declared interests and note any updates to related parties. Members meet infrequently but are expected to note any updates at those meetings of potential conflicts at the start of the meeting so they can be minuted and addressed as needed in the meeting. If members become aware of any changes to their declared interests between meetings, they are expected to contact the clerk and advise of the changes so they can be reflected on the published register. The clerk is responsible for keeping the register up to date and ensuring it is published on the Trust's website.

Members are required to use the form in Appendix C to record their potential conflicts of interest and related parties.

Directors

Directors will be asked, at the start of every full board meeting, if there are any changes to their currently declared interests as recorded on the published register. The current register will be a standing paper at full board meetings. Directors are expected to review this each time it is received and to formally confirm any changes at the board meeting, or to declare any circumstantial conflicts that may be relevant to the agenda items in any meeting so they can be addressed appropriately during the meeting. Individual registers will be circulated on an annual basis to directors to sign to declare that they remain accurate. The clerk is responsible for keeping the register up to date and ensuring it is published on the Trust's website.

Directors are required to use the form in Appendix C to record their potential conflicts of interest and related parties.

Senior staff

Senior staff are required to provide details for the register of declared interests in line with the requirements of the Academy Trust Handbook (ATH). The clerk will request updates to their declared interests on an annual basis. They are expected to declare any potential conflicts related to agenda items at the outset of any meeting they attend so appropriate action can be taken in that meeting. The clerk is responsible for keeping the register up to date and ensuring it is published on the Trust's website. Clerks to the local governing bodies are responsible for updating the interests of headteachers/principal on their academy's website.

An academy headteacher/principal are required to use the form in Appendices A and B to record their potential conflicts of interest.

Senior executive staff in the central team are required to use the form in Appendix C to record their potential conflicts of interest and related parties.

Governors

Governors will be asked to update their declared interests on an annual basis at the first board meeting of the academic year by their clerk. They are expected to advise the clerk should this change during the year and to note any potential conflicts at the start of any meeting they attend so it can be addressed accordingly in the meeting. The clerk is responsible for maintaining and up to date local register and to ensure this is published at least annually on their academy's website within the governance section. This is a mandatory requirement for clerks to comply with.

Governors are required to use the form in Appendices A and B to record their potential conflicts of interest.

Confidential information

If a member, director, senior staff member or governor believes that there is a potential conflict which is inappropriate to be shown on the register for personal reasons they must set out a case to the Governance Specialist who will consult with the CEO and Chair of the Directors whether that interest should not be included on the register. Members, directors and senior executive staff are required to declare related parties, unless these are specifically and overtly related to their role they will not be publicly disclosed if declared.

There will be a presumption that all declarations are shared unless there are circumstances that apply which would make this in appropriate and if the redaction from the register cannot lead to a potential conflict of interest occurring or would prevent it from being managed appropriately. It should be noted that it would be a disciplinary offence for any member of staff who legitimately has access to the register to disclose the contents of it except where this is necessary for them to properly discharge their duties.

Mechanisms for declaring interests

All governance meetings should have a standard agenda item at the beginning of each meeting to declare any actual or potential conflicts of interests which are listed as an item to be discussed on the agenda, before the item is discussed. If a member, director, senior staff member or governor is uncertain if they are conflicted they should declare the issue and discuss it as a matter of course and a decision can be made accordingly. Guidance can also be sought prior to meetings from the clerk. If a conflict should become apparent during a meeting, that was not previously anticipated at the start or prior to the meeting, this should be declared immediately so appropriate action can be taken. Action could include withdrawing from the meeting, discussion or decision-making or voting that takes place concerning that conflict or a related party's interest(s), this must be recorded clearly in the minutes.

6. Managing conflicts of interests

Organisation of meetings where a there is a disclosed interest

Where a there is a previously disclosed an interest, and the chair or clerk is satisfied that the interest is relevant to an item on the agenda for a meeting, the person concerned may not be sent the papers in respect of that item. This should be explained to the person concerned and steps taken to inform others that the relevant information and paper(s) should not be shared with that person due to a known or potential conflict. Such items should be marked as confidential, retained appropriately and recorded as confidential minutes as deemed necessary by the clerk in consultation with the chair, or vice chair if the chair is the conflicted person.

Management of conflicts of interests in meetings

This section of the policy should be read in conjunction with Articles 97-98 of the Trust's Articles of Association where directors are mentioned.

It is the policy of the Trust that all directors and senior staff attending meetings must keep to the absolute minimum all unavoidable conflicts of interest between the interests of the Trust on the one hand and the personal, professional and business interests of the member, director, senior staff member or governor concerned, and of persons connected with them, on the other. This includes avoiding as far as possible perceptions of conflicts of interest, as well as potential and actual conflicts of interest.

In the course of meetings of the Trust and all other activities, all member, directors, senior staff governors and any other staff in attendance will be required to disclose any interests they have in a transaction or decision where they, their family, their employer or their close business or other associates will or may receive a benefit or gain or they have any other interest of a type identified by the Trust (e.g. personal relationship of any nature outside of the workplace).

If there is a failure to declare an interest that is known to the chair or of any such meeting/person responsible for organising such activities and/or the clerk, the chair or other such person or the clerk will declare that interest. After disclosure of any such interest, in the case of a meeting the person concerned will be asked to leave the room (unless expressly invited to remain, possibly in order to provide information on the matter in hand) whilst the matter is discussed. The person will not be counted in the quorum for that part of the meeting and will not be permitted to vote on the question. In the case of all other activities, the person concerned will not be permitted to participate in the consideration or discussion of the matter other than to disclose their conflict of interest.

All decisions of the Trust following the declaration of a conflict of interest will be reported in the minutes of the meeting. The report will record:

- the nature and extent of the conflict;
- an outline of the discussion;
- the actions taken to manage the conflict.

Where a person benefits from any such decision, this will (if the Trust's auditors advise this to be necessary) be reported in the annual report and accounts in accordance with relevant accounting requirements.

Addressing serious conflicts

Where a conflict is so significant that it could undermine the effectiveness of, or taint the impartiality of the board's decision-making, or give the appearance of bias, the trust can consider not making or not continuing with the appointment of a director or governor.

Such conflicts can be serious whether they are financially based or arise from friendships/family, dual role, or advocating for one individual over others in the run up to and/or during a formal process.

The Chair of the Trust Board will act promptly to address where a director or governor may stray into operational matters, form cliques, or breaches of confidentiality.

To address such situations where they arise outside of a meeting format, the following approaches could be used:

- One-to-one reviews between the individual and chair/vice chair of the trust board, initially this may be via the Governance Specialist to explore/remind regarding conflicts of interest and then to agree how best to manage/address it.
- External governance advice or facilitation where disputes become protracted or factional.
- Record any interest arising in the register or declaring and/or acting on to address the conflict promptly if during a formal process (for example, reconstituting a panel with unconflicted members, and perhaps enlisting an independent member in addition if perception of bias is a concern).
- Any potentially conflicted governor/director should be reminded of the confidentiality (and, if applicable, GDPR) surrounding papers in the run up to any formal process, including any discussions, lobbying or briefings with individuals not formally involved in a formal process.
- Minutes, communications and other messages should be retained as evidence when managing a serious conflict.
- The board, panel or formal record of a process should record that a conflict had arisen and how it was addressed. The focus is on the process, not person criticism.
- It may be helpful to consider a reminder on conflicts of interest to the wider governing body.

7. Transaction Reporting

Approval must be sought from the DfE (as stated in the ATH) for all related party transactions (using the online form) for:

- Any contracts or agreements with related parties that are novel, contentious or repercussive – regardless of value. Approval must be obtained before the transaction is agreed and before it occurs.

- Contracts or other agreements for the supply of goods or services to the trust by a related party, agreed on or after 1 September 2023, where the contract or agreement exceeds £40,000 in the same financial year ending 31 August (unless exempt); approval must be obtained in advance.

All contracts and other agreements with related parties must be reported to the DfE in advance of the contract/agreement commencing or being renewed, using the DfE related party online form, even when they are below £40,000 or exempt from approval.

Breaches of related party requirements can lead to intervention (e.g. a Financial Notice to Improve) and addition restrictions on delegations.

8. How information will be processed

The Governance Specialist (clerk to the Trust Board) is responsible for maintaining the register of declared interests for members, directors and senior executive leaders in the central team. Information that is required will be published and shared internally only as needed. The Trust has discretion over the publication of the interests of other individuals including parent, spouse, civil partner, cohabitee and child in accordance with DfE requirements.

Clerks to the local governing boards are responsible for maintaining the register of declared interests for governors and senior staff. Information that is required will be published and shared internally only as needed.

As a public authority, the Trust may be subject to requests made under the Freedom of Information Act 2000 either to provide this Policy or for information from the Register of Interests. Wherever possible, the Trust will answer any such requests without revealing the names of any individual who has made a declaration unless this information is part of the extract of the Register of Interests published on the Trust's website(s). If personal details of those who have made declarations are requested that are not already in the public domain, the Trust will, where appropriate, consult with those individuals before disclosing any additional personal information that may be in the public interest to disclose in accordance with this Act.

Any declaration of Interest will be processed in compliance with the data protection principles as set out in the General Data Protection Regulation (GDPR). The data will be processed to identify any potential, actual or perceived conflicts of interest in order to enable the Trust to avoid, or appropriately manage them, and to help protect the Trust's interests and also to protect the individuals concerned against allegations of acting in their own interests, rather than those of the Trust.

In general terms, if in any doubt, all members, directors, senior staff and governors are advised to declare an interest or potential interest for their protection. The data declared will primarily be used for the purposes outlined above and to ensure that the Trust's procurement and trading activity is fair to all parties involved and to help the Trust ensure that the highest standards of propriety and conduct are met, especially in respect of Connected Party transactions. However, members, directors, senior staff and governors should be aware that, in accordance with the General Data Protection Regulation (GDPR), personal data may be disclosed to external parties without needing specific consent during the normal course of the Trust's business activities, including where such purposes have been registered with the Information Commissioner's Office. This may be for accounting, analysis and audit purposes and also to prevent or detect crime, for example.

A person making a Declaration of Interest may at any time request a copy of their current declarations on application to the Governance Specialist or clerk. The data contained within Declarations of Interest forms and the Register of Interests or extracts thereof will be kept securely either in electronic format. Relevant extracts published on the Trust's websites will be made accessible to the general public as required by the DfE as noted above.

9. Failure to follow this policy

Members, directors, senior staff and governors who do not follow this policy may be in breach of their duties, including the Trust's Code of Conduct, and may be subject to internal action (including disciplinary action for staff) within the Trust. In certain circumstances they may also be subject to external sanction, including being barred from undertaking the role of a company director, trustee and, in exceptional cases, being subject to criminal prosecution.

The DfE may also issue a Financial Notice to Improve to the Trust when there is deemed to be irregular use of public funds or inadequate financial governance and management (including breaches of the duties, principles and requirements governing related party relationships and transactions). Failure to comply with this notice can, in exceptional circumstances, also result in the termination of the Trust's funding agreement.

If members, directors and governors or staff believe that any of their number are undertaking activity that leads to personal gain, they should report their concerns under the Trust's Whistleblowing Policy.

10. Key points of reference

This policy should be read with reference to:

- The Academy Trust Handbook (ATH)
- The Charities SORP
- RHT Articles of Association
- RHT Whistleblowing Policy
- RHT Code of Conduct for Members, Directors and Governors (internal document)
- RHT Staff and Volunteers Code of Conduct (including expenses)

APPENDIX A – Declaration of interest form for local governing bodies

Richard Huish Trust

Declaration of Interest form for LGBs

I .... as ***[governor][senior position held]*** of ***[a Richard Huish Trust Academy]*** have set out below my interests in accordance with the Trust's Conflicts of Interest policy.

Category	*Please give details of the interest and whether it applies to yourself or, where appropriate, a connected person as defined by the Charities Act 2022 or the Companies Act 2006 such as a member of your immediate family, employer or some other close personal connection.*
Current employment and any previous employment in which you continue to have a financial interest.	
Appointments (voluntary or otherwise) e.g. trusteeships, directorships, local authority memberships, magistracy, tribunals etc.	
Membership of any professional bodies, special interest groups or mutual support organisations.	
Companies in which you hold more than 1% of the share capital.	
Gifts or hospitality in excess of £ [25] & £ [50] respectively, accepted in the last twelve months.	
Any contractual relationship with the College/Trust/Academy [or any company or other organisation connected with the College/Trust/Academy].	
Any other interests which you consider are appropriate to disclose and are not covered by the above.	
Any other matter (e.g. an unspent criminal conviction or an act of bankruptcy) which would make you ineligible to serve / continue to serve as a trustee/governor/senior manager. Follow this link for full guidance on automatic disqualifications. You are disqualified from acting as a member/director/governor or senior manager if any of the reasons shown in this disqualifying reasons table (v3) apply to you.	

APPENDIX B – Eligibility form for governors

Eligibility Form for Governors

Declaration

To the best of my knowledge, the information I have provided about myself and any interests is complete and correct. I undertake to update as necessary the information provided, and to review the accuracy of the information on an annual basis, or as requested. I give my consent for it to be used for the purposes described in the conflicts of interest policy and for no other purpose. Declaration forms are handled and processed in accordance with duties under the General Data Protection Regulation (GDPR).

I declare that:

- I am not disqualified from acting as a Governor.
- I will abide by the RHT Code of Conduct for Members, Trustees, Governors and Committee Members.
- I will inform the Clerk promptly if, after the date of this declaration, one or more of the disqualification reasons applies to me.
  (Follow this link for full guidance on automatic disqualifications. You are disqualified from acting as a member/director/governor or senior manager if any of the reasons shown in this disqualifying reasons table (v3) apply to you.)

Signed: ....
Position (Governor): ....
Date:..

Please return to the Clerk to your Governing Body

APPENDIX C – Member, Director and Senior Executive Staff Declaration Form

Declaration of Interests and Related Parties Form

Richard Huish Trust Academic year ending 31st August 20XX			
Name:			
Position in the Trust:			
By signing I confirm that the information is accurate at the date it was provided. I understand that any changes to this information must be declared to the Governance Specialist in a timely way and that a summary of all relevant interests will be collated and published on the trust's website as this is a requirement in the Academy Trust Handbook (ATH). I agree to check the summary document, which is provided for directors to review at every full board meeting, and will advise immediately if there are any amendments.			
Signature:		**Date:**	

My business interests are:				
Name of organisation (the related party) e.g. where you work **If none, please state.**	**Nature of interest** e.g. employee, director, trustee, % shareholder	**Nature of business** e.g. charity, law, marketing, education, health etc	**Date interest began**	**Summary of transactions provided to the trust from this position** **If none, please state.**
Example Company Ltd	***Director and 50% shareholder***	***Marketing agency***	***If before appointed to the trust then date of appointment to trust, if after give that date.***	***Marketing services provided to the trust. Total sales in year of £55,000, related party transaction managed in line with the ATH.***

Other interests
Any other interests you consider appropriate but are not covered above or below – for example memberships of professional organisations. **If none, please state this.**

Other disclosures
Any other matter (e.g. unspent criminal conviction or an act of bankruptcy) which would make you ineligible to serve/continue as a director – please refer to separate guidance on what qualifies for disqualification. **If none please state this.**

Related Party Declarations

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Please detail below the related parties which are connected with you if you have not previously provided this information to us (for further details and a definition of related party please see the explanation below). It is **important that the names of connected persons are recorded**, even if they do not have any substantial interests or influences.

If in doubt as to whether a related party relationship exists, please disclose them.

This information will be kept confidential unless there is a related party relationship in which case information about it will need to be published on the trust's website but names of the related parties will not be published.

Relationship e.e. spouse, children, parents, in-laws etc	Name of person	Name of business	Nature of the interest	Date the interest began	Summary of transactions during the period
	If none, please state.		(i.e. % shareholder, director, trustee)		Relating to the Richard Huish Trust, **if none please state**
Example: Spouse	*Mr. Somebody*	*Marketing R Us*	*Director*	*01/02/2025*	*Marketing services provided to RHT totally £25k, declared via related parties transactions in line with the ATH*
Spouse, Civil Partner or Domestic Partner					

Children and Stepchildren of you or your spouse / civil partner (over the age of 18)					
Grandchildren and Step-grandchildren (over the age of 18)					
Parents (and in-laws)					
Grandparents (and in-laws)					
Siblings (brother / Sister / Stepbrother / Stepsister / inlaws)					

Guidance: What do we mean by related parties?

Related party
A related party is a person or entity that is related to the entity that is preparing its financial statements (in this definition referred to as the 'reporting entity').

a) A person or a close member of that person's family is related to a reporting entity if that person:
    i. Has control or joint control over the reporting entity;
    ii. Has significant influence over the reporting entity; or
    iii. Is a member of the key management personnel of the reporting entity or of a parent of the reporting entity.
b) An entity is related to a reporting entity if any of the following conditions applies:
    iv. The entity and the reporting entity are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
    v. One entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of a group of which the other entity is a member).
    vi. Both entities are joint ventures of the same third party.
    vii. One entity is a joint venture of a third entity and the other entity is an associate of the third entity.
    viii. The entity is a retirement benefit scheme for the benefit of employees of either the reporting entity or an entity related to the reporting entity. If the reporting entity is itself such a scheme, the sponsoring employers are also related to the reporting entity.
    ix. The entity is controlled or jointly controlled by a person identified in (a).
    x. A person identified in (a)(i) has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity).

Close family
Close members of the family of a person are those family members, who may be expected to influence, or be influenced by, that person in their dealings with the entity and include:

a) that person's children and spouse or domestic partner;
b) children of that person's spouse or domestic partner; and
c) dependants of that person or that person's spouse or domestic partner.

Control
The ability to direct the financial and operating policies of an entity with a view to gaining economic benefits from its activities.

Key management personnel

Those persons having authority and responsibility for planning, directing, and controlling the activities of the entity, directly or indirectly, including any Director (whether executive or otherwise) of that entity.

Related party transaction
The transfer of assets or liabilities or the performance of services by, to or for a related party irrespective of whether a price is charged.

Definitions per the Charities SORP

Related parties is a term used by the SORP that combines the requirements of charity law, company law and the Financial Reporting Standard in the UK and Republic of Ireland. The term is used to identify those persons or entities that are closely connected to the reporting charity or its trustees.

The following 'natural persons' are classed as related parties:
A. any charity trustee and custodian trustee of the charity;
B. a person who is the donor of any land to the charity (whether the gift was made on or after the establishment of the charity); and
C. any person who is:

1. a child, parent, grandchild, grandparent, brother or sister of any such trustee (A) or donor (B) of land;
2. an officer, agent of a member of the key management personnel of the charity;
3. the spouse or civil partner of any of the above persons (A, B, C1 and C2);
4. carrying on business in partnership with any of the above persons (A, B, C1, C2 and C3);
5. a person, or a close member of that person's family, who has control or joint control over the reporting charity;
6. a person, or a close member of that person's family, who has significant influence over the reporting charity;

'Close member of a person's family' refers to:

a. that person's children or spouse;
b. the children, stepchildren or illegitimate children of that person's spouse or domestic partner;
c. dependents of that person; and
d. that person's domestic partner who lives with as husband or wife or in an equivalent same-sex relationship.

A charity is not necessarily related to another charity simply because a particular person happens to be a trustee of both. It will only be 'related' if the relationship means that one charity, in furthering its charitable aims, is under the direction or control of the trustees of another charity.

The following entities which are not 'natural persons' are classed as related parties of a reporting entity (including a reporting charity) if any of the following conditions apply:

- the entity and the reporting charity are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others);
- one entity is an associate or joint venture of the other entity (or a member of the group in which the other entity is the parent or a member);
- both entities are joint ventures of the same third entity;
- one entity is a joint venture of a third entity and the other entity is an associate of the third entity;
- the entity is a post-employment benefit plan for the benefit of employees of either the reporting entity or an entity related to the reporting entity;
- an entity that is controlled or jointly controlled by a person, or two or more persons, identified in A, B or C;
- an entity in which a person, or two or more such persons, identified in A, B or C, taken together, have a substantial interest or a significant interest or significant influence over the entity;

Control is presumed to exist when one or more persons identified in A, B or C, taken alone or together, hold directly or indirectly, more than half the voting power of an entity. However, control can also exist when they, directly or indirectly, control half or less than half of the voting power of an entity, if they have:

- power over more than half of the voting rights by virtue of agreement with other investors;
- the power to govern the financial and operating policies of the entity under a statute or an agreement;
- the power to appoint or remove the majority of the members of the board of directors or equivalent governing body, and control of the entity is by that board or body; or
- the power to cast the majority of votes at the meeting of the board of directors or equivalent governing body, and control of the entity is by that board or body.

An individual has a substantial or significant interest in an entity where that person, or two or more persons identified in A, B or C, taken together, have an interest in the equity share capital, or is entitled to exercise, or control the exercise of, more than one-fifth of the voting power any general meeting of that entity.

Control (of an entity) is the power to govern the financial and operating policies of an entity in order to obtain benefits from its activities. For example, a charity may exercise control over a subsidiary in order to raise funds for the charity through trading activities or as a vehicle to carry out the charity's aims.

Key management personnel is a term used by FRS 102 for those persons having authority and responsibility for planning, directing, and controlling the activities of the charity, directly or indirectly, including any Director (whether executive or otherwise) of the charity. This definition includes trustees and those members of staff who are the senior management personnel to whom the trustees have delegated significant authority or responsibility in the day-to-day running of the charity.

Related party transactions are the transfer of resources, services or obligations between related parties regardless of whether a price is charged.