



GIFTS, REWARDS AND HOSPITALITY POLICY

KEY POINTS:

- The acceptance of Gifts and Hospitality by SFCFA Executive Committee Members or Office bearers and the provision of and form of Official Entertainment can attract media interest both within and without the SGB.
- The purpose of this policy is to remind staff about the standards of propriety expected in the SFCFA and to provide guidance to all personnel.

This guidance is published on the SFCFA website and compliance is a condition of accepting any SFCFA post.

CHAIRMAN'S STATEMENT:

"Given the current environment where the conduct of officials and others in the public eye is gaining increased prominence, I would like to remind all staff about the standards of propriety expected in this organisation."

The key aspects covered in this policy are:

- The acceptance of Gifts and Hospitality
- Invitations to Lunches and Dinners
- Invitations to Sporting, Cultural and Social Events
- Official Entertainment
- Recording Hospitality Received and Entertainment Given

PROPRIETY AND PUBLIC PERCEPTION: ACCEPTANCE OF GIFTS AND HOSPITALITY AND THE PROVISION OF OFFICIAL ENTERTAINMENT

1. It is widely recognised that it is important for Executive Committee members and Office Bearers to maintain and build effective networks in order to support the work of the SGB. Such contact with individuals and organisations outside the SFCFA can give rise to offers of hospitality. The acceptance of hospitality may, in certain circumstances, further the interests of the SFCFA and its members but this must be balanced with upholding high standards of propriety and guarding against any reasonable suspicion of perceived or actual conflicts of interest or an undue obligation being created.

2. The key aim behind this Policy on the acceptance of gifts and hospitality is to reinforce the standards of conduct which SFCFA employees and volunteers are expected to follow and minimise the scope for impropriety, or the perception of it, involving the SFCFA and other organisations, individuals or the angling industry.

Acceptance of Gifts and Hospitality - General Guidance

3. Under the Prevention of Corruption Acts 1889 - 1916, any money, gift or other consideration (which includes hospitality) received by a Executive Committee Member or Officer Bearer from a person or organisation holding or seeking to obtain a financial advantage would be deemed by the courts to have been received corruptly unless, on the balance of probability, it is proved to the contrary by the defendant. All SFCA personnel are to consider very carefully before accepting any Gift or Hospitality which is proffered in a manner or from a source that could either directly or indirectly be related to their post or role within the SFCA.

Invitations to Lunches and Dinners

4. Invitations to lunches or dinners with representatives of private sector companies, contractors or other organisations with whom the SFCA has business may be accepted as long as: the purpose of the lunch or dinner is to discuss SFCA business; acceptance is necessary in the interests of the SFCA; and the hospitality is not lavish nor repeated (from the same source) too frequently. If these conditions are not met, then invitations should be refused. Where business could more appropriately be conducted in a meeting, this should be proposed as an alternative.

Invitations to Sporting, Cultural and Social Events

5. Invitations of a purely social kind (including sporting events) from private companies, contractors or other organisations with which the SFCA has, or potentially has, official business, should be declined. This policy does not preclude attendance at angling/sporting events sponsored by individual companies. Support for these events will be given through official representation of SFCA personnel (in proportionate numbers to the size of the event) as guests of official sponsors. I would generally expect the appropriate Executive Committee Member or Office Bearer to issue the invitations to our own people on behalf of the sponsors.

Official Entertainment

6. Expenditure on official entertainment by SFCA personnel would undoubtedly be a particularly sensitive issue for the membership. Prior approval for any official entertainment must therefore be given by the Executive Committee and be recorded as being approved in the minutes of the meeting with a per capita budget set for it provision. Where expenditure on official entertainment is appropriate it should be modest. When deciding whether official entertainment is necessary, the Executive Committee must consider whether the entertainment proposal is appropriate, cost-effective and an admissible charge against the SFCA (i.e. Is it in the best interests of the membership or the sport?)

Recording Hospitality Received and Entertainment Given

7. For hospitality received, the information to be recorded is set out at Annex A to this policy. No gifts, rewards or hospitality is to be given without prior, written approval of the executive Committee.

8. Any staff who have any queries on the above should in the first instance seek advice from the Hon Treasurer, or in his absence the Hon Secretary.

Gus Brindle

Chairman, SFCA