

APPENDIX 7: CONFLICT OF INTEREST GUIDELINE

1. Members are expected to perform duties conscientiously and in a manner that will not put their personal interests in conflict with the best interests of the Vancouver Police Board and Police Department. A conflict of interest arises when a Member's private interests supersede or compete with the Member's dedication to the interests of the organization. This could arise from real, potential, or apparent conflict of interest:
 - (1) A "real" conflict of interest occurs when a Member exercises an official power or performs an official duty or function and, at the same time, knows that in the performance of that duty or function or in the exercise of power, there is the opportunity to further a private interest.
 - (2) A "potential" conflict of interest occurs when there exists some private interest that could influence the performance of a Member's duty or function or in the exercise of power, provide that he/she has not yet exercised that duty or function.
 - (3) An "apparent" conflict of interest exists when there is a reasonable apprehension, that a reasonably well-informed person could properly believe, that a real conflict of interest exists on the part of the Member.
2. A Member has an obligation to declare a conflict of interest and make a full disclosure prior to discussion of an issue. This enables the Board to resolve unclear situations and gives an opportunity to dispose of conflicting interests before any difficulty can arise.
3. Upon declaration of a conflict, the person recording the events of the meeting should duly note the declaration. The Member must absent themselves from the proceedings during discussion or voting on that particular matter, contract or arrangement.
4. Board Members concerned that either the Chair or another Member may have a conflict of interest, must immediately bring the perceived conflict to the attention of that Chair or Member. The Chair or Member shall then consult with the Board's Ethics Advisor and address the conflict in an appropriate manner. Conflicts must be resolved in a manner that enhances public confidence and trust in the objectivity and impartiality of the Board.