

UNIVERSITY OF YORK
Senate
RESEARCH COMMITTEE

Declaration of members' interests

Research Committee business, as set out in its [terms of reference](#), involves evaluation and decision-making in relation to research and research-related activities conducted under the auspices of the University. In the case of Research Priming Fund Committee members, this includes informing decisions regarding the allocation of resources.

It is essential that this business is conducted robustly, transparently and equitably. To this end, all members of University Research Committee (i.e. both academic and non-academic) are required to identify and report any pertinent potential or actual conflicts of interest, so that the conduct of the Committee's work can be managed accordingly and the conflicts mitigated. This should take place via the central procedure for the declaration of interests, managed by the Governance and Assurance Office.

The annual return may not be exhaustive. Members must actively identify any actual or potential conflicts of interest in relation to specific items of URC business as they occur. Any such conflicts should be declared by Committee members.

Members are reminded that in any instance where a potential conflict of interest has been identified, the person concerned should take no part in discussion or decision-making relating to that conflict, and should leave a meeting during such discussion and decision-making. At the start of each URC meeting, members will be formally invited to declare any potential conflicts of interest relating to the business of the meeting. Official records of the Committee's meetings will provide a transparent and robust account of how decisions and evaluations have been reached, including how any conflicts of interest have been handled.

Members will note that they are already required to declare some of this information via their department as part of the University's Declaration of Interests procedures, particularly in relation to potential financial interests. Nevertheless, it is important that this information is restated in relation to University Research Committee business, so that it can be acted upon to mitigate conflicts of interest which relate to the Committee's work.