

# **Roman Catholic Diocese of Paisley**

**(The “Diocese”)**

**Scottish Charity No. SC013514**

## **Trustee Remuneration Policy**



### **Introduction**

The trustees of the Diocese are obliged to act in the best interests of the Diocese and not for their own private interest or gain. However, there may be situations where a trustee's own interests and the interests of the Diocese arise simultaneously or appear to clash. The issue is not the integrity of the trustees concerned, but the management of any potential to profit from a person's position as a trustee.

The duty of loyalty owed by the trustees to the Diocese requires that each trustee be aware of the potential for conflicts of interest and acts openly in dealing with such situations.

The law imposes strict limits on the benefits which may be conferred on trustees. The Diocese's governing document has a provision authorising payments to the treasurer and the clerk (Clause 7 in the Trust Deed dated 8 September 1948). In addition, the 2005 Act sets out the circumstances in which trustees and connected persons can receive payments from charities.

1. Reasonable and proper premiums in respect of trustee indemnity insurance.
2. Reimbursement of out of pocket expenses (including hotel and travel costs) actually incurred in the administration of the Diocese.
3. Any trustee with specialist skills or knowledge (and any firm or company of which a trustee is a member or employee) may be paid reasonable fees for work carried out for the Diocese on the instruction of the other trustees. No more than 50% of the trustees can benefit in this way in any one financial year. A written agreement must be in place showing the maximum amount a trustee can be paid. It must be in the interest of the Diocese for the services to be provided by the trustee for the maximum amount.
4. The Bishop and any trustee who is a priest or deacon holding office or employed by the trustees can receive remuneration or other benefit provided it relates exclusively to such employment or office and not in any way to his trusteeship. (See checklist of allowable expenses to be met out of parish funds).

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**Trustee Remuneration Policy (continued)**

5. Interest at a reasonable rate on money lent by a trustee to the Diocese.
6. A reasonable rent or hiring fee for property let to the Diocese by a trustee.
7. An indemnity in respect of any liabilities incurred in or about the administration of the Diocese (including the costs of a successful defence to criminal proceedings); and
8. In exceptional cases, other payments or benefits with the written approval of OSCR obtained in advance.

Even when the benefits are authorised, the appropriate procedures must be observed to ensure that the conflict of interest is properly managed as set out in the Diocese’s Conflict of Interest Policy.

If trustees fail to comply with these duties then this amounts to misconduct and OSCR has powers to take action against the trustees.

This policy was approved by the Diocesan Trustees on: 12 May 2017

The next review is due on or before: 31 May 2018