

COASTArts

POLICY FOR THE CONTROL AND MONITORING OF PRIVATE BENEFITS

This policy should be read in conjunction with the COAST Arts Constitution and its Conflict of Interest Policy. Its purpose is to ensure that any private benefits (to Artists, Co-opted Members and Trustees) that may arise from the activities of COAST Arts (hereafter known as “the Charity”) will not outweigh, and are legitimately incidental to, its charitable objects.

This policy is required because, in fulfilment of its objects, the Charity’s work additionally:

- Employs Artists to facilitate workshops and/or perform at events
- Promotes the work of Artists
- Engages the services of its Trustees and Co-opted Members

The following procedures are in place to control and monitor private benefits when the Charity:

Employs Artists to facilitate workshops and/or perform at events

1. The Charity may elect to employ/pay Artists to facilitate workshops and/or perform at its events, where the Artists’ involvement furthers the Charity’s objects.
2. Payments to Artists will not exceed recommendations or rates advised by e.g. Arts Council England, PRS, and/or other industry specialists available at the time.
3. Wherever possible, the Charity will seek an agreement based on a favourable percentage of box office/ticket sales.
4. In all cases, the Charity will assess invitees against its objects and consider artistic and educational merit to be paramount.

Promotes the work of Artists

By exhibiting or performing at the Charity’s events, Artists may incidentally benefit economically from increased exposure and/or sales. Although the Charity will endeavour to promote the event, this will be in furtherance of its objects, and is not intended to provide an audience/ customers for the Artist. In order to ensure that these ancillary benefits do not outweigh the Charity’s objects, the Charity expects all Artists to:

1. Submit an evaluation which documents visitor numbers and all sales.
2. Pay the Charity a commission on sales, the minimum to be reviewed annually by the Trustees.

3. Invigilate exhibitions and talk to the public about their work and creative processes.

The Charity may not in any other way provide direct financial support or private benefits to Artists.

Engages the services of its Trustees and Co-opted Members

The Charity has no paid staff and relies entirely on the voluntary contributions of its Trustees and Co-opted Members. The Charity may however elect to engage the services of its Trustees and Co-opted Members provided:

1. The services are entirely necessary for the Charity to meet its objects.
2. The services required go above and beyond any that could be reasonably expected of a voluntary Trustee or Co-opted Member because they require a very large time commitment and/or specialist skills e.g. financial management, fundraising, marketing, project management and website development.
3. The Trustee or Co-opted Member is the most appropriate person to provide the services by virtue of qualifications, knowledge, experience, skills, and track record.
4. The Trustees have adequately considered the pros and cons of engaging someone who is not a Trustee or Co-opted Member to provide services.

Where Trustees or Co-opted Members are engaged to provide services, the Charity will:

1. Evaluate payment terms and conditions annually.
2. Issue a letter of engagement which clearly state expectations and responsibilities, and provide all parties with a point of reference to enable impartial review by the Trustees.
3. Require the Trustee or Co-opted Member in question to absent him/herself from the discussion and abstain from the vote.

This policy will be reviewed every two years.

Policy reviewed and adopted by the COAST Arts Trustees on 11th December 2019.