



Conflict of Interest Policy

April 2020

- 1) Contractors, volunteers and trustees should all put the interests of the charity first.
- 2) A conflict of interests may arise where the objective of the organisation and the interests of trustees or employees/ contractors or volunteers do not coincide.
- 3) This code of conduct cannot cover every eventuality, but it is a means through which the charity's intentions are made clear and provides guidance on what standards of behaviour are expected. It should be reviewed annually or as the need arises.
- 4) Friends and family should not be favoured for special use of the service or employment. Family members would normally include - parents, brothers, sisters, children, wives, husbands, in laws, cohabiting partners and their relatives, separated and divorced partners.

Areas where conflicts of interest might arise include:

- Trusteeships, directorships, employment or investments in supplying and client organisations.
- Priority treatment for services, i.e. jumping the queue or receiving services that would not normally be available to the client group.
- Receipt of free services when clients (users) normally have to pay.
- Influencing selection of staff, trustees or volunteers.
- Influencing the allocation and roistering of work for staff and volunteers.

An activity which could be deemed to be a conflict should be declared at a Trustee meeting and noted in the trustee's meetings minutes.