



North Midlands LGBT Older Peoples Group
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Conflict of Interest Policy Updated October 2023

Introduction

The Charity Commission's guidance publication CC29 defines Conflicts of Interest as:

“any situation in which a trustee's personal interests or loyalties could, or could be seen to, prevent them from making a decision only in the best interests of the charity.”

Trustee Responsibilities

Section 7 of the OLGBT Constitution states that a charity trustee must:

- (1) declare the nature and extent of any interest, direct or indirect, which he or she has in a proposed transaction or arrangement with the CIO or in any transaction or arrangement entered into by the CIO which has not previously been declared; and
- (2) absent himself or herself from any discussions of the charity trustees in which it is possible that a conflict of interest will arise between his or her duty to act solely in the interests of the CIO and any personal interest (including but not limited to any financial interest).

Any charity trustee absents himself or herself from any discussions in accordance with this clause must not vote or be counted as part of the quorum in any decision of the charity trustees on the matter.

Examples of Conflicts of Interest

Here are some examples conflicts of interest that may apply to our work:

Financial gain – where a trustee, or person or organisation connected to them, could get money or something else of value from a trustee decision. (Claiming legitimate out of pocket expenses is not a conflict of interest).

Other Personal Benefit – can happen where a trustee, or person or organisation connected to them could gain in some other way. Trustees must be mindful of making decisions in everyone's best interests and not just their own or others close to them.

Loyalty conflicts – can happen when a trustee might not be able to make decisions that are in the best interests of the charity due to other loyalties - for example, where a trustee serves on the board of more than one organisation whose interests may differ or compete.

This list is limited, and many other examples exist.

Dealing With Conflicts of Interest

Conflicts of interest must be:

- Identified
- Managed
- Recorded

When a trustee has (or might have) a conflict of interest this should be declared

The conflict of interest will be managed in accordance with the rules laid out in the OLGBT Constitution and any relevant Charity Commission guidance. Trustees should read “Conflicts of interest: a guide for charity trustees” published by The Charity Commission and available here - <https://www.gov.uk/government/publications/conflicts-of-interest-a-guide-for-charity-trustees-cc29/conflicts-of-interest-a-guide-for-charity-trustees>

Members

Members of OLGBT must also be mindful of conflicts of interest when voting at members meetings or undertaking any voluntary work for OLGBT. Members must always act in the best interests of the Charity as a whole and declare any personal interests that may unduly influence them.

Members must declare conflicts of interest and where necessary absent themselves from relevant decisions or business.

Records

A trustee or member’s conflict of interest and the details of how it has been managed should be recorded in relevant minutes or other notes.

Conflicts of interest are likely to occur and are not a problem as long as we are all open and honest about declaring anything that may be relevant.

----- End of policy -----

Version History

17/08/2021	New policy approved by OLGBT Board
16/08/2023	Reviewed with amendments to introduction and examples
25/10/2023	Amended version approved by OLGBT board