North Midlands LGBT+ Older Peoples Group
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Conflict of Interest Policy Updated Aug 2026

1. Purpose

Trustees have specific legal duties regarding conflicts of interest under our constitution. Members and volunteers also have a responsibility to act in the best interests of the Group and to be open about any personal interests that could influence decisions they are involved in.

Having a conflict of interest is not wrong but failing to declare it is. This policy sets out the core principles and responsibilities of our trustees and members.

2. Trustee Responsibilities

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."

The detailed legal requirements are set out in Clause 7 of the Group's constitution. In summary, trustees must:

- declare any actual or potential conflict of interest
- withdraw from discussion of anything in which they have a conflict of interest
- not vote or be counted towards the quorum on the matter.

3. Examples of Conflicts of Interest

Here are some examples of conflicts of interest:

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.

4. Dealing With Conflicts of Interest

Every conflict of interest should be:

- Declared
- Managed
- Recorded

When a trustee has (or might have) a conflict of interest this should be declared and managed in accordance with the rules laid out in our constitution and any relevant Charity Commission guidance. Trustees should read "Conflicts of Interest: a Guide for Charity Trustees" published by the Charity Commission

5. Members

North Midlands LGBT+ Older Peoples Group is a membership organisation. Members should exercise their influence, voting rights and any responsibilities they undertake in the best interests of the Group as a whole.

Members should be mindful of any personal interests that could influence, or reasonably be seen to influence, their judgement. Where appropriate, members should declare such interests openly. If a significant conflict exists, the member should refrain from participating in the relevant discussion or decision.

6. 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 of Trustees
16/08/2023	Reviewed with amendments to introduction and examples
25/10/2023	Amended version approved by OLGBT+ Board of Trustees
04/08/2026	Reviewed and updated. Duplication of the constitution removed. Minor amendments to language for clarity. Section 5 (Members) updated