



11. Conflicts of Interest Policy

11.1 Introduction

More guidance on trustee conflicts of interest can be found on the Charity Commission website in document CC29 at:
<https://www.gov.uk/government/publications/conflicts-of-interest-a-guide-for-charity-trustees-cc29>

Trustees should also ensure that they are aware of clauses 6 and 7 in the FoFWOS Constitution setting out the rules on conflicts of interest and when they may benefit. Notwithstanding these, FoFWOS requires that any real or potential conflicts of interest are declared where relevant to any discussions.

The policy is held within the Policy and Procedures handbook on the Google Drive of FoFWOS and is on the website.

It should be noted that benefit as a result of living in close proximity of the site or being a user of the site, does not count as a conflict of interest. These benefits are regarded as incidental.

11.2 Conflicts of interest

By conflicts of interest Friends of Finchley Way Open Space (FoFWOS) means a conflict in which could prevent the trustee from making a decision in the best interests of FoFWOS. This would arise where a trustee has a loyalty or duty to another person or organisation or where the trustee or any such individual or organisation could benefit financially or otherwise, for example by being privy to confidential information.

11.3 Declaration of conflict of interest

All trustees are responsible for identifying where a conflict of interest arises before the beginning of any discussion at a trustee meeting, even if a decision is not required. Personal experience may benefit the discussion but the other trustees must be given sufficient information by the conflicted trustee to make a decision on whether or not to exclude the trustee from discussions.

When a decision for the organisation is to be made, any conflicted trustee must absent themselves from the decision and any voting. This is so that they not only do not take part but are not party to any discussion which may provide them, their family, partner, other close relative or organisation with which they are associated with a competitive advantage in any other part of their personal or professional lives. This advantage may be financial but it may not.

Relevant details of specific declared conflicts and the procedure undertaken to deal with these and the rationale for the way in which the specific conflict is dealt with will be minuted.

11.4 Monitoring

The policy will be monitored by the Chair and the Secretary but all trustees are expected to raise issues of conflicts of interest, both their own and those of other trustees, as and when they identify them. This can be done during a trustee meeting or confidentially with the Chair or the Secretary outside of any meeting.