

Brixham Future

Conflict of Interest Policy

The purposes of this policy is to protect the integrity of the Organization's decision-making process, to enable our stakeholders to have confidence in our integrity, and to protect the integrity and reputation of volunteers, any staff and Board members.

All persons or organisations in whatever capacity or relationship with Brixham Future must strive to avoid any conflict of interest between the interests of the Organization on the one hand, and personal, professional, and business interests on the other. This includes avoiding actual conflicts of interest as well as the perception of conflicts of interest.

Examples of conflicts of interest include:

- 1 A member who is also a customer /service user who must decide whether prices/ fees should be increased.
- 2 A member who is related to a member of staff and there is decision to be taken on staff pay and/or conditions.
- 3 A member who is associated with another organisation that is competing for funding.
- 4 A member who has shares in a business that may be awarded a contract to do work or provide services for the organisation.

Upon appointment each Director or member will make a full, written disclosure of interests, such as relationships, and posts held, that could potentially result in a conflict of interest. This written disclosure will be kept on file and will be updated as appropriate.

In the course of meetings or activities, members will disclose any interests in a transaction or decision where there may be a conflict between the organisations best interests and the members best interests or a conflict between the best interests of two organisations that the members is involved with.

After disclosure, the member may be asked to leave the room for the discussion and may not be able to take part in the decision depending on the judgement of the Chair or majority of other members present at the time.

Any such disclosure and the subsequent actions taken will be noted in the minutes.

This policy is meant to supplement good judgment and everyone associate with Brixham Future should respect its spirit as well as its wording.

Adopted June 22nd 2016

Brixham Future

Brixham Future Register of Interests

All Directors and staff are required to list in the Brixham Future Register of Interests all relevant interests which might influence their judgement or which could be perceived (by a reasonable member of the public) to do so.

Name:

Address

Post code

Telephone (home)

Mobile

E-mail

Role in Brixham Future: Director Board member Supporter Staff /member

1. Relevant personal direct and indirect financial and non-financial interests, including those which arise from employment, membership, trusteeship or other association with voluntary or community organisations, public authorities, commercial organisations or other bodies.

2. Relevant direct and indirect financial and non-financial interests of close family members of which Directors or staff could reasonably be expected to be aware (please state name of family member and their relationship to you).

Brixham Futures has a data protection policy and procedures to ensure that it follows best practice and complies with legislation in its use of data. The information given on this form will be used only by those involved in the Register process. The information will be destroyed within 5 years. We will treat your completion of this form as consent for the information to be used in this way.

I certify that the above information is correct. I will update any changes.

Name:

Signature:

Date: