



Conflict Of Interest

This policy protects the reputation of our organisation. It means people can trust board members of Starpic Project to make fair decisions. All trustees of Starpic Project have a duty to act in the best interests of Starpic Project and our beneficiaries when making decisions.

A conflict of interest exists where a trustee's personal, financial, professional, family, or other interests could influence, or reasonably be seen to influence, their ability to make decisions solely in the best interests of the charity.

As trustees we will avoid any conflicts of interest or loyalty (**actual and perceived**) between the interests of Starpic Project and our own personal, professional, and financial interests.

Examples of a conflict of interest include:-

- A trustee who is employed by another organisation, competing for the same funding/contracts.
- A trustee who is related to a member of staff where a decision is being made about conditions.
- A trustee who has a financial interest in a business that may provide services for Starpic Project.
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Each trustee will record details of any conflict of interest when they are appointed. This will be updated annually.

Declaration of conflict of interest will be a standard agenda item.

Trustees will identify and disclose any conflict of interest at the start of a meeting.

The trustee will then withdraw from the discussion, and may not be able to take part in the decision/vote, depending on the judgement of the other trustees present at the time.

The disclosure of a conflict of interest and the actions taken will be noted in the minutes.

Signed:

Date:

Document version control

Version number	Change or update	Author or owner	Date
1.0	First version		