

Policy Statement



Conflict of interest

We are committed to operating in an atmosphere of trust. To do that we require basic disclosures of interests from our voluntary trustees and committee members, and from decision-making staff.

Sense Scotland will:

Expect trustees, committee members and decision-making staff:

- To act in the best interests of the charity. They should not seek to gain financial or other material benefits for themselves or from any organisation they have links with or represent.
- Not to commit to any financial or other obligation to outside parties which could seek to influence them in their roles as trustees, committee members or decision-making staff.
- Not to accept gifts and hospitality which could be seen as influencing their judgment.
- To make decisions about staff appointments, awarding contracts, recommending individuals for awards and benefits solely on merit.
- To comply with the law and behave in such a way as to promote public trust.
- To place their accountability to service users, members of the public and funders, at the centre of their approach and be prepared to submit to appropriate scrutiny.
- To declare any interests relating to their roles and take steps to resolve any conflicts that may arise. Where private interests conflict with trustee, committee member or decision-making duties, he/she should resolve this conflict in favour of the trustee role. Declarations are updated annually.
- Demonstrate good leadership and respect each others' roles and how they may affect others' roles. Where trustees work directly with staff, the Chief Executive and Chairman should be informed in advance.
- To declare a financial or any other interest in a matter under discussion and be prepared to withdraw from the meeting or speak only if given dispensation to do so.

The relevant staff guidance is: Professional Conduct, Working Principles (both in the Accountability Handbook) and Information and guidance for Trustees.

Gillian Morbey, Chief Executive, is the designated person in relation to this policy.

Consultation method: circulation amongst members of the internal policy working group, August 2007, prior circulation in a different form in Information and Guidance for Trustees, September 2006 and circulation to SMG.

Approved by SMG: 18 October 2007

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Available in other formats on request.

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