


AUKKC Conflict of Interests Policy

Document Control Information

Version History			
Version	Date	Detail	Author
2.0	Oct 2015	Policy added to MDI. Full review of content scheduled	Richard Brine
3.0	Feb 2018	Reviewed - No changes required	Sue Baker

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Author	Sue Baker
Service Unit	All
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Approval Signature			
Version	Date	Signatory (Print)	Signature
3.0	23/02/2018	Sue Baker	

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CONSULTATION TRACKING SHEET

This document must be completed and accompany the document through the final ratification and authorisation process. A copy of this sheet should be included at the front of the final published policy.

Name of Document: AUKKC Conflict of Interests Policy

Name of person / team / committee asked to provide feedback	Date feedback request sent	Feedback received (Y/N)	Feedback incorporated into Policy (Y/N)

Document History and Change Record

The following are registered holders of controlled copies of this document:

Position	Version
CEO	3.0

Amendment History			
Version	Date	Amendment	Approved By
2.0	Oct 2015	Document control information added	Richard Brine
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Conflict of Interests Policy

There may be times when conflicts of interests arise where an individual's personal or family interests, professional affiliations and/or loyalties could conflict with those of Age UK Kensington & Chelsea.

The aim of this policy is to protect both Age UK Kensington & Chelsea and the individuals involved from any impropriety or appearance of impropriety in this event.

Declaration of interest forms

Accordingly, trustees and staff are required to declare their interests, and any gifts or hospitality received in connection with their role at Age UK Kensington & Chelsea. A declaration of interests form is provided for this purpose, listing the types of interest that should be declared.

The declaration of interests should be updated annually or when any changes occur in order to ensure that this policy remains effective.

A Register of Interests will be kept. The register will be accessible by written application to the Chief Officer in line with statutory requirements. Amendments and additions to the register will be notified to the Management Committee at the following meeting. The Chair has access to the register as necessary to enable him or her to check whether a conflict may arise in relation to any board agenda item.

Data Protection

The information provided will be used only for the purpose specified above and will be held in accordance with the principles of the Data Protection Act 1998.

Managing contracts

In accordance with the constitution, no member of the Management Committee may acquire any interest in property belonging to the charity otherwise than as a trustee for Age UK Kensington & Chelsea or receive remuneration or be interested other than as a member of the Management Committee in any contract entered into by the Management Committee.