

The Dulwich Society - Conflict of Interest Policy

All executive committee members, volunteers and organisation members of The Dulwich Society will strive to avoid any conflict of interest between the interests of the Dulwich Society 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.

The purposes of this policy is to protect the integrity of the Dulwich Society's decision-making process, to enable our stakeholders to have confidence in our integrity, and to protect the integrity and reputation of executive committee members, Society volunteers and members.

Examples of conflicts of interest include:

- 1 An executive committee member who has an interest in a solar panels business and who is involved in recommendations for new solar panel policies in Dulwich.
- 2 An executive committee member whose own household planning application (or that of a spouse, partner, family member or close relative) will be subject to a recommendation by the Society in the course of its normal activities.
- 3 An executive committee member who is also on the committee of another organisation whose interests conflict or could conflict with the Society's.
- 4 An executive committee member who has shares or an interest in a business that may be awarded a contract to do work or provide services for the organisation.

Upon appointment each committee member will make a full, written disclosure of interests, such as relationships (including those of spouses, partners, close family and relatives), 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, and at least annually (before the AGM).

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

After disclosure, the committee 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 other committee members present at the time.

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

This policy is meant to supplement good judgment, and executive management committee members, volunteers and members should respect its spirit as well as its wording.

Date adopted: 15th February 2016

Last reviewed: 15th February 2016

This policy will be published on the Society's web site www.dulwichsociety.com
The records of the disclosure are available via the secretary@dulwichsociety.com