



ACTION FOR CHANGE & EMPOWERMENT (A.C.E)

CONFLICT OF INTEREST POLICY

1. Introduction

The trustees, staff, and volunteers of Action for Change & Empowerment (A.C.E.) must act in the best interests of the organization and avoid situations where personal, financial, or external interests conflict with their duties. This policy ensures transparency, accountability, and compliance with the UK Charity Commission regulations.

2. Definition of Conflict of Interest

A conflict of interest arises when a trustee's, staff member's, or volunteer's personal or financial interests (or those of their close relatives or associates) could influence or appear to influence their decisions in relation to the charity.

Conflicts of interest can be:

2.1 **Financial** – where a person stands to gain monetarily (e.g., contracts, funding, employment).

2.2 **Non-financial** – where personal relationships, loyalties, or interests affect decision-making (e.g., favoring a family member for a role).

2.3 **Reputational** – where an association with another organization may impact the charity's credibility.

3. Identifying and Declaring Conflicts

3.1 All trustees, staff, and key volunteers must disclose any actual, potential, or perceived conflicts of interest at the earliest opportunity.

3.2 At the beginning of each board meeting, trustees must declare any relevant interests regarding agenda items.

website: www.acegiving.org
Instagram: [ace_giving](https://www.instagram.com/ace_giving)
Facebook: [ace_giving](https://www.facebook.com/ace_giving)
YouTube: [ace_giving](https://www.youtube.com/ace_giving)

Action for Change & Empowerment (A.C.E)
10, Balfe Street, London, N1 9EG
Company Limited by Guarantee.
Registered in England & Wales.
Company number 07708601



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3.3 A Conflict of Interest Register shall be maintained and updated annually.

4. Managing Conflicts of Interest

4.1 If a conflict of interest is declared:

- The affected person must not participate in related discussions or decision-making.
- They may be asked to leave the room while the matter is being discussed.
- The remaining trustees must decide whether the conflict is significant and how to proceed in the best interest of the charity.
- All conflicts and actions taken must be recorded in the meeting minutes.

5. Consequences of Non-Compliance

5.1 Failure to declare a conflict of interest may lead to disciplinary action, including removal from the board or role.

5.2 Serious breaches may be reported to the Charity Commission or other regulatory authorities.

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Policy Owner: Board of Trustees / Directors

Policy Lead: Director / Senior Responsible Owner (SRO)

Audience: Trustees, Staff, and Volunteers

Formally Endorsed By: Board of Trustees / Directors / Coordinating Committee

Last Reviewed: 01/09/2025

Next Review: 31/08/2026

Bola Obanubi

Director, A.C.E NGO

Action for Change & Empowerment (A.C.E NGO)

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