

GUIDELINE: WHAT IS A CONFLICT OF INTEREST?

U3A Croydon and its Committee of Management has an obligation to ensure that decisions taken about courses and activities by volunteers are informed, objective and fair. A conflict of interest is where the personal interests of an individual or group of individuals directly conflict with the best interests of U3A Croydon, its members, or where the decisions or actions of individuals may be influenced by their personal interest rather than those of the Association.

Conflicts of interest commonly arise in organisations, but they do not need to present a problem if they are openly and effectively managed. In some cases people can be unaware they have a conflict of interest, so the purpose of this Guideline is to raise awareness about the importance of avoiding and/or disclosing a conflict of interest.

A conflict of interest can arise in situations where:

1. Decisions about volunteer positions and roles, courses and activities, awarding of contracts or disciplinary action involve friends or family members.
2. An individual or their friends or family members may make a financial gain or gain some other form of advantage.
3. An individual is involved with another organisation that is in a competitive relationship with U3A Croydon and therefore may have access to our plans or financial information.
4. An individual has an affiliation or allegiance to other individuals, groups or agencies that require them to act in the interests of that person or agency.
5. An individual uses their position at U3A Croydon to coerce members to adopt certain beliefs, ideologies or theories.

What to do about a conflict of interest:

If you feel you have a potential or existing conflict of interest, or you have concerns about a situation that raises questions about a conflict of interest, please bring the matter to the attention of the Secretary and she will follow up on what steps to take next.

For more information you can review:

- U3A Croydon's Conflict of Interest Policy

You can download a copy of U3A Croydon's Conflict of Interest policy from our website or view a copy in the office.