

3.10 CONFLICT OF INTEREST POLICY

Diocesan Council at its meeting on 30 April 2015 adopted a Conflict of Interest Policy to guide and assist members of governing entities within the Diocese (whether it be a Council, Board, Committee, or Parish Council) to determine if there is a *conflict of interest* when they may have potentially competing interests in a matter being considered which could undermine the impartiality of a member.

The significance of the competing interest will vary considerably dependant upon the nature of the matter, the interest of the member and the degree of involvement of the member in another matter. Primarily, each member should determine whether the competing interest is sufficiently significant to require special action on their part and if necessary to seek advice as appropriate. Primarily, each member should determine whether the competing interest is sufficiently significant to require special action on their part as in (b) below, and if necessary seek advice as appropriate.

The following is intended to assist a member with any competing interest to deal with the situation and to ensure a body is aware of that interest when reaching a decision.

- a. On every occasion a matter is considered by a body any competing interest should be declared by those present prior to discussion of the matter.
- b. When declaring an interest a member should briefly identify its nature and indicate whether they propose to participate normally, abstain either from debate or voting or both, or leave the meeting when a vote is taken or while the matter is considered.
- c. At any time while the matter is being considered, any other member may raise for consideration the course of action proposed under (b). By resolution of the meeting a member may be invited to take another course of action.
- d. Any member may raise for consideration the question of whether a Councillor has an undeclared interest in a matter being considered and, by resolution of the meeting, the Councillor may be invited to take a course of action under (b).
- e. A member who does not feel free to indicate the nature of a competing interest should leave the meeting while the matter is considered.

A copy of the Conflict of Interest Policy at Appendix A should be distributed to all members of Councils, Boards, Committees and Parish Council each year for their use while participating in a governance body within the Diocese.

Adopted by Diocesan Council on 30 April 2015

Section 3 – Bishop’s Guidelines



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CONFLICT OF INTEREST POLICY

From time to time a member ('a member') of Diocesan Council or another Governing Body ('a body') may have a potentially competing interest in a matter being considered by a relevant body which could undermine the impartiality of a member.

The significance of the competing interest will vary considerably dependant upon the nature of the matter, the interest of the member and the degree of involvement of the member in the other matter.

Primarily, each member should determine whether the competing interest is sufficiently significant to require special action on their part as in (b) below, and if necessary seek advice as appropriate.

The following is intended to assist a member with any competing interest to deal with the situation and to ensure a body is aware of that interest when reaching a decision.

- a. On every occasion a matter is considered by a body any competing interest should be declared by those present prior to discussion of the matter.
- b. When declaring an interest a member should briefly identify its nature and indicate whether they propose to participate normally, abstain either from debate or voting or both, or leave the meeting when a vote is taken or while the matter is considered.
- c. At any time while the matter is being considered, any other member may raise for consideration the course of action proposed under (b). By resolution of the meeting a member may be invited to take another course of action.
- d. Any member may raise for consideration the question of whether a Councillor has an undeclared interest in a matter being considered and, by resolution of the meeting, the Councillor may be invited to take a course of action under (b).
- e. A member who does not feel free to indicate the nature of a competing interest should leave the meeting while the matter is considered.

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CONFLICT OF INTEREST

BACKGROUND

Definition from the Hon Justice Young to Diocesan Council April 2012

A situation to the Diocese which is in conflict with some other duty, to some other Board, or a personal duty. It is not merely having an interest in two or more bodies.

Definition from Wikiepdia

More generally, **conflicts of interest** can be **defined** as any situation in which an individual or corporation (either private or governmental) is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit.

Conflict of Interest Policy adopted by Diocesan Council on 13 March 2013

From time to time a member ('Councillor') of Diocesan Council, a Church Council or Nomination Board ('a Council') may have some potentially competing interest in a matter being considered by the relevant Council. This could arise in a variety of ways.

For example, a member sitting on a body considering a matter of another body on which they sit. In this case the member may not be able to discharge their responsibility to the body being considered. You may also encounter a situation where a body is considering a matter affecting the member personally.

The significance of the competing interest will vary considerably depending on the nature of the matter, the interest of the person and the degree of involvement of the person in the other interest.

A conflict should be declared if you could potentially benefit from the matter.

Benefits may include:

- a direct or indirect financial interest in a decision;
- a non-pecuniary interest, such as a family relationship or personal/emotional relationship/antagonism;
- another affiliation, such as with another employee or association.

Primarily, each Councillor should determine whether the competing interest is sufficiently significant to require special action on their part as in (b) below.

The following is intended to assist anybody with any competing interest to deal with the situation and to ensure that a Council is aware of that interest when reaching a decision.

- a. On every occasion a matter is considered by a Council any competing interest should be declared by those present prior to discussion of the matter.
- b. When declaring an interest a Councillor should briefly identify its nature and indicate whether they propose to participate normally, abstain either from debate or voting or both, or leave the meeting when a vote is taken or while the matter is considered.

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- c. At any time while the matter is being considered, any other Councillor may raise for consideration the course of action proposed under (b). By resolution of the meeting the Councillor may be invited to take another course of action.
- d. Any Councillor may raise for consideration the question of whether a Councillor has an undeclared interest in a matter being considered and, by resolution of the meeting, the Councillor may be invited to take a course of action under (b).
- e. A Councillor who does not feel free to indicate the nature of a competing interest should leave the meeting while the matter is considered.

Example of a Conflict of Interest

A member sitting on a body considering a matter of another body on which they sit. In this case the member may not be able to discharge their responsibility to the body being considered. You may also encounter a situation where a body is considering a matter affecting the member personally.

Benefits of a Conflict of Interest May Include

- a direct or indirect financial interest in a decision;
- a non-pecuniary interest, such as a family relationship or personal/emotional relationship/antagonism;
- another affiliation, such as with another employee or association.