



## Conflict of Interest Policy

### Purpose

1. To ensure the Board of Massé (**Board**) can recognise, disclose and manage a conflict of interest, whether it be actual, potential, or perceived.

### Applies to

2. All Massé staff, club members, and Board members.

### Definition

3. A “*conflict of interest*” may exist in any situation when a person has a:
  - (a) Financial interest; or
  - (b) Private or personal interest; or
  - (c) Business interest sufficient to influence, or appear to influence, the impartial exercise of their duties or professional judgment.
4. A conflict of interest can be:
  - (a) **Actual**: an existing conflict of interest.
  - (b) **Potential**: the possibility that a conflict of interest can happen.
  - (c) **Perceived**: where a third party might form a view that a conflict of interest might arise.
5. The Board acknowledges it may be impossible to eliminate all situations that may lead to a conflict of interest, but such situations can be managed where appropriate.

### Policy

6. The Board expects all people to identify, declare and appropriately manage conflicts of interest, as and when they arise.



7. This includes club members declaring any conflict of interest between their financial interests, or private or personal interests, when those interests come into conflict with Massé's interests.
8. Conflicts of interest may also involve staff and Board members, who may have specific responsibilities and duties, including over leadership and/or decision-making.

#### **Managing a conflict of interest**

9. Where the Board considers a potential conflict of interest has arisen, it will endeavour to keep written documentation, including:
  - (a) the potential conflict of interest
  - (b) the course of action to be taken to avoid, or monitor, the conflict of interest and
  - (c) the agreement of parties and any course of action to be taken.
10. The Board recognises the following options for managing a conflict of interest:
  - (a) **Restricting:** imposing restrictions on a person's involvement.
  - (b) **Removing:** where a person chooses, or is asked, to be removed completely from the matter.
  - (c) **Relinquishing:** where a person relinquishes the interest that created the conflict.
  - (d) **Resignation:** where a person resigns from their position or membership of the Club.

Dene O'Kane

**Board Chairperson**

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