**Purpose**

The purpose of this policy is to ensure the Society’s goals are not compromised.

It may be anticipated that from time-to-time conflicts of interest arise during the ordinary business of any organisation. This policy will address situations where an individual’s personal interests conflict, or might conflict, or are perceived to conflict with the organisation’s interests. This policy ensures that conflicts of interest are effectively managed. The policy is intended to protect both the Society and the individual concerned.

A person who acts upon a conflict of interest may compromise the Society’s goals and objectives. A perceived conflict of interest might reduce trust in the Society’s governance.

The policy emphasises the importance of mutual trust, outlines potential conflicts, and provides guidelines for resolution, ensuring the Society’s goals are not compromised.

**Scope**

The policy applies to the Society’s Board and committee members and other volunteers who by virtue of their positions are making decisions related to the Society’s interests such as the organisation’s goals and objectives, policy, finances, infrastructure systems, and service delivery.

**Definition**

A conflict of interest occurs when an individual's personal interests – family, friendships, financial, or social factors – could compromise or could be perceived to compromise his or her judgment, decisions, or actions in the organisation.

**Management of conflicts of interests**

The Society ’s Board and committee members will be asked to declare and/or enquire about any conflicts of interest, i.e., this is a two-way process, and any conflicts of interest will be recorded in the relevant minutes.

Any identified conflicts of interest will be discussed, and a management plan agreed. A management plan will involve open communication and collaboration with the individual, and action to correct any confusion or queries about the situation. Where there is an identified conflict of interest the documented management plan will include that the affected individual stands down from any binding relevant decisions. Any such decisions will document the stand down of the affected individual.