

GEORGES RIVER GRAMMAR

GRG Board of Directors, Conflict of Interest Policy & Declaration

Why do we need a policy?

To ensure that the Board of Georges River Grammar as Directors complies with its legislative, and ethical obligations, to act in strict accordance with the provisions of the Corporations Act, to avoid, actual, potential and or perceived conflicts of interest and to operate at the highest levels of integrity in order to retain trust amongst our school community, teaching and administration staff, students and retain wider public trust.

To place a high priority that the school is not faced with issues around conflict of interest or questions around members or related parties in any way benefiting from their Board position.

To identify and manage potential conflicts through the disclosure of all financial or other interests that might be construed as giving rise to an actual, potential, and or perceived conflict.

Who does this policy apply to?

The Board of Directors of Georges River Grammar, when carrying out their official duties and responsibilities in contact with teaching staff, administrative staff and engagement and or removal of contractors, or suppliers engaged at GRG and to volunteers.

Definitions

Actual Conflict of Interest: Where there is a real conflict between any parties (including related party) their responsibilities, duties and their private interests.

A related party: Is a person or entity that is related to GRG in one of the following ways:

1. A person or a close member of that person's family is related to GRG if that person is a member of the Board of Directors, Key Management Personnel or Senior Leadership Team of GRG.
2. An entity is related to GRG if any of the following conditions apply:
 - (a) The entity and GRG are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the other).
 - (b) The entity is an associate or joint venture of GRG (or an associate or joint venture of a member of a group of which the other is a member)
 - (c) The entity is a post-employment benefit plan for the benefit of employees of either GRG or an entity related to GRG.
 - (d) The entity is controlled or jointly controlled by a person as identified in 1 above.
 - (e) A person identified in 1 above has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity).

- (f) The entity, or any member of a group of which it is a part, provides key management personnel services to GRG.

Close members of the family are those family members who may be expected to influence, or be influenced by, that person in their dealings with GRG and include:

- (i) That person's children and spouse or domestic partner;
- (ii) Children of that person's spouse or domestic partner; and or
- (iii) Dependants of those persons or that person's spouse or domestic partner.

Potential Conflict of Interest: Where any member of the Board, teacher, staff employee, contractor or volunteer has private or business interests that could conflict with their primary duties, as Board members.

Perceived Conflict of Interests: Where a third party could form the view that a party's private interest could improperly influence the performance of their duties now, or in the future.

Interest definition: An interest means anything that can have an impact on an individual or group. This may include a party's own personal, professional or business interests, as well as the personal, professional or business interests of individuals or groups with whom they are closely associated. This may include relatives, friends or even rivals.

Pecuniary: Money does not need to change hands for an interest to be pecuniary. A pecuniary interest exists if they have a relative or a close associate have a position to receive benefits or concessions from a particular source.

Non- Pecuniary Interest: Does not have a financial component. This may arise from personal or family relationships, involving appointment, possible promotion or contract, or engagement or other decisions. They tend to favour or prejudice from friendship, position or other personal involvement, within or outside Board membership.

Declaration of Conflict of Interest

The Board of Directors of GRG have an obligation to adopt, and duty to sign, and observe a conflict of interest declaration. This will avoid all real, and or apparent or perceived conflicts of interests.

What this Conflict of Interest Policy will do

Take all reasonable steps to restrict the extent to which a private interest could compromise, or be seen to compromise impartiality when carrying out official responsibilities and duties.

Abstain from involvement in decisions and actions which could reasonably be seen to be compromised by their private interests and or affiliations.

Avoid private action which they could be seen to have improper advantage from inside information they may have access to because of their position.

Ensure that there can be no perception that they have received an improper benefit that has influenced their role or decisions as Board members.

Avoid any decision making process in which they may be compromised ,including the appointment or promotion of a relative, or staff, whether they be teaching or administrative, engagement of contractors, or procurement of goods or items, from businesses or suppliers.

Use their Board position for private or professional gain.

Obtain a private or commercial benefit for themselves or someone else, or to the detriment of someone else.

Allow their decisions to be improperly influenced by family or other personal relationships.

Hold or obtain any commercial or financial interest in any company, business or service that provides business or services to GRG.

Gain improper advantage of their position and privileged information which conflicts with their GRG Board position responsibilities and duties.

Obligations

Where Board members have access to privileged information or documents during their Board membership the awareness to maintain strict confidentiality and privacy of the said information in order to protect any organisation or individuals concerned, directly or indirectly associated with GRG.

Board members should only disclose GRG information when required to do so by law, or when called to give evidence in a court of law, or when that information has been officially approved by the Board of GRG for release.

No member of the GRG Board, or their related parties, will have any relationship with the school, or a staff member of the school, where the Board member, or their related party, receives payment or benefit, in status, appointment, promotion, preference, or for any goods or services.

No related party of a staff member of the Senior Leadership Team (“SLT”), or a staff member holding a position designated as a Key Management Position (within that policy as amended), shall be permitted to receive payment for any goods or services provided by the school, unless that related party is an employee of the school and they were a permanent employee of the school for at least twelve months before the staff member is appointed to the SLT or a Key Management Position.

All public comment raised in relation to conflict of interest, should only be made after approval of the Board, and issued by the Chair or Deputy Chair, and only after full Board approval.