



Mapleton Bowls Club

Conflict of Interest Policy

Issued: 14/07/2022

Last reviewed: 18/08/2022

Responsibility: Management Committee

Relationship to the constitution: Section 48. Constitution

Relationship to other club policies: Code of Conduct, Disciplinary Policy

Relationship to external policies: Bowls Queensland Member Protection Policy

Purpose

This policy provides clarity about what constitutes an actual, potential, or perceived conflict of interest and communicates a process for disclosing any such conflicts to the club. It also helps guide the club on how to manage any such disclosures, and the key factors to consider before deciding.

This policy describes:

- a) Members obligations around conflicts of interest.
- b) how to record and monitor any disclosed conflicts of interest.
- c) what constitutes a conflict of interest.
- d) How to manage a conflict of interest.

Scope

Whilst this policy applies to all members of the club, the policy is primarily for those who are carrying official duties and/or representing the club.

Conflict of Interest

A conflict of interest refers to when an officers interests intersect with the clubs' interests. They interfere with their ability to carry out their management duties, known as fiduciary obligations, in 'good faith' and responsibly manage the club. An example of a conflict of interest is accepting personal incentives to accept specific vendors for the club. The Corporations Act 2001 underpins the legal responsibilities to avoid conflicts of interest. Chiefly, if there are circumstances which interfere with an officer's ability to make decisions rationally, there will be a conflict of interest. They can be actual conflicts of interest, as well as potential or perceived conflicts of interest. The members duties as an official means they must disclose all conflicts that arise.

Types of Conflict of Interest

Relational

The most well-known type of conflict, this involves family members or friends who are members of the same club. As a result, favouritism and benefits due to the connection could cause biases in decision making.

Romantic

Involving two members who have a romantic relationship that can result in unequal treatment of certain members over others for selection or other opportunities.

Financial

An official accepting gifts from a vendor can, in turn, cloud their judgement and motives when dealing with that vendor. For example, the ability to act in the best interests of the club could be

impeded on by a club official incentives or bribes. Further, the discovery of financial conflict could impact the reputation of your club and its officials.

Confidential

A club official or a member could pass information on to a third party in relation to team or player selection, team strategy, the strategic aims of the club or other information that could have the potential to harm the clubs' or members interests.

Disclosing Conflicts of Interest.

All relevant conflicts of interest are required to be disclosed as part of a club officials' duties. If an official is unsure whether to disclose a conflict of interest, they should disclose it. There are no consequences from 'over-disclosing' them , so club officials should err on the side of caution.

Policy

Club officials should let other officials know if they have a conflict of interest as soon as practicable. A conflict of interest is only required to be managed if it affects the officials' fiduciary obligations materially and substantially. Club officers should abstain from votes that relate to their conflict of interest. The conflict of interest must be recorded in the meeting minutes.

Furthermore, a failure to disclose, could lead to the loss of limited liability protection if should the club go into insolvency.

Club officials should avoid nepotism, for example selecting a family member or close friend for a particular team over someone with greater merit or reason to be in that team.

Notification of Amendments to this Policy

From time to time this policy will be reviewed and updated. It is your responsibility to ensure that you review the clubs' policies regularly. We will notify you of any significant changes to this policy either by email, the club website and/or our Facebook page.

Disciplinary Action

The club may have to take disciplinary action against members who repeatedly or intentionally fail to follow this policy.