

# AUCS Inc. Board – Governance Policy 1.5

## Conflict of Interest Policy

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### Background

AUCS Board members must act honestly, in good faith, and in the best interests of AUCS.

A conflict of interest exists or may exist when a member of the Board of Adelaide University Child Care Services Inc. has a professional, financial, or personal interest that:

- x Competes with, or might compete with, the interests of AUCS.
- x Puts the Board member in a position where they can or might be able to exploit a professional or official capacity in some way for their personal or professional benefit.

A conflict of interest can exist as a consequence of a person having two roles, such as a Board member of AUCS appointed by the University, who is also an employee of the University with which AUCS has a Service Agreement, or a parent Board member whose children are in one of the AUCS centres.

In and of itself, having two roles is not improper but the differing roles could sometimes provide an incentive for acts which are not in the best interests of AUCS.

A conflict of interest, or the potential for it, can be actual or perceived. Even if there is no evidence of improper actions, a conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in their position.

### Policy

All members of the Board of Adelaide University Child Care Services Inc. acknowledge the potential for a conflict of interest that is inherent in their other roles and positions, such as being a parent user of AUCS' services.

All members will advise the Chair of any conflict of interest through the formal notification process at Board meetings. Where a potential for a perceived or actual conflict of interest occurs outside the normal confines of Board meetings, Board members are to advise the Chair in writing as soon as practicable.

All members will put aside these interests and favour the interests of AUCS whilst acting in their capacity as a Board member of AUCS.

All members should seek to disclose any conflict of interest in terms of Sec.39A of the Associations Incorporations Act (SA) 1985.

If, for the Board as a whole or for individual members, a conflict of interest cannot be dealt with through this general acknowledgement, members will take steps to mitigate the conflict by:

- x Specific disclosure
- x Abstaining or withdrawing from the discussion and the decision
- x Third party / arms' length transactions

Each member of the Board of AUCS will sign a copy of this policy and the signed copy will be kept on record as an indication of each Board member's acknowledgement of their obligations and commitment to managing them.

Name of Board Member .....

Signature .....

Date .....