

Policy - Conflict of Interest

Actions and decisions taken at all levels in U3A Yarra City need to be informed, objective and fair. This policy will apply to situations where the personal interests of individual(s) conflict with the best interests of U3A Yarra City or where decisions/actions may be influenced by personal interest rather than those of the organisation.

This will include situations in which:

- An individual or their close friends or family may make a financial gain or receive some other form of advantage (eg in employment, outcome of a disciplinary matter)
- An individual is involved with another organisation that is in a competitive relationship with U3A Yarra City and therefore may have access to our plans or financial information
- An individual is bound by prior agreements or allegiances that require them to act in the interests of another person or agency on a particular issue.

U3A Yarra City is committed to ensuring that personal interests that conflict with the interests of the organisation are identified and managed so that they do not affect the services, activities or decisions of the organisation. Therefore, at Committee meetings and in decision-making discussions:

- (a) members are required to disclose any conflict /potential conflict they have relating to a decision
- (b) members will be prohibited from voting on any matter in which they are in conflict.

To encourage a culture of candour, the Committee of Management will take time at least once a year to discuss the types of hypothetical situations that could result in a conflict of interest, followed by discussion on how the Committee would manage the potential conflict.

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Endorsed by U3A Yarra City Committee of Management	Date: 26/04/2016