



Gymnastics
Australia

Conflict of Interest Policy

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Review History Table

Revised On	Version	Date Endorsed	Approved by	Content Reviewed / Purpose
September 2020	0.1	N/A	N/A	Drafted by Greg Hill
April 2021	1.0	01/04/2021	Governance Committee	Drafted by Greg Hill Endorsed by Governance Committee for approval by the GA Board.

The Conflict of Interest Policy will be reviewed on a regular basis but at least once every two years from its date of adoption.

Some circumstances may trigger an early review including, but not limited to legislative changes, recommendations from outside agencies (eg. Sport Australia, Australian Institute of Company Directors), organisational changes, incident outcomes and other matters deemed appropriate by the Board and/or Chief Executive Officer.

Contents

Overview and Application	4
Conflict of Interest Defined	4
Duty to Avoid Conflicts of Interest	4
Duty to Disclose Conflicts of Interest	5
Procedures for Managing Conflicts of Interest	5
Breach Procedures	5
Maintenance of a Conflicts of Interest Register.....	5

Overview and Application

The Conflict of Interest Policy (**Col Policy**) is approved by the Gymnastics Australia (**GA**) Board.

This Col Policy applies to:

1. GA Directors
2. Officers, employees and volunteers (including Interns) of GA
3. Members of committees, commissions, panels, working groups and project offices established by the GA Board, including but not limited to:
 - a) Finance, Risk & Audit Committee
 - b) Governance Committee
 - c) Nominations Committee
 - d) Awards Committee
 - e) Integrity Committee
 - f) Commercial Committee
 - g) Olympic Gymsports Advisory Committee
 - h) National Commissions
 - i) Reform Project Office
4. Delegates and appointees of the Board including, but not limited to, selectors, judges, officials, and tribunal members,

Collectively referred to as “**representatives**”.

Conflict of Interest Defined

A conflict of interest will arise where a representative may directly or indirectly derive a benefit in relation to, or as a consequence of, a decision to be made or action to be taken by GA and that person participates in, or is in a position of influence in relation to, that decision or action.

Duty to Avoid Conflicts of Interest

Representatives must not place themselves in a position where there is a real and sensible possibility of a conflict of interest.

A conflict of interest will also arise where an associate of the representative may directly or indirectly derive a benefit in relation to a decision to be made or action to be taken by GA and the representative participates in or is in a position of influence in relation to that decision or action.

For the purpose of this Col Policy, an associate of a representative of GA includes:

- a) immediate family members, de facto partners or spouses, or direct business associates; and

- b) companies, partnerships or trusts where the representative is a shareholder, unit holder, employee or director, or otherwise derives a benefit from the company, partnership or trust.

Duty to Disclose Conflicts of Interest

Representatives have a duty to disclose conflicts of interest.

Directors of GA, delegates and appointees of the Board should disclose conflicts to the Chair of the Board and to the CEO and Company Secretary of GA.

Members of committees, commissions, panels, working groups and project offices should disclose conflicts of interest to the chairperson of the relevant committee, commission, panel, working group or project office, or to the Chair of the Board if they are serving as the chairperson.

Officers, employees and volunteers of GA should disclose conflicts of interest to the CEO and Company Secretary of GA.

Procedures for Managing Conflicts of Interest

The action which a representative should take if faced with an actual or potential conflict of interest in relation to a particular matter will depend on the nature and circumstances of the conflict of interest.

Generally, the action will include abstaining from voting on the matter and absenting themselves from all deliberations relating to the matter.

The Chair of the Board, or the chairperson of a committee, commission, panel, working group or project office, or the CEO of GA may also provide additional direction and guidance in relation to the procedures and steps to be taken at the time a representative of GA makes a disclosure.

Breach Procedures

Where an actual or potential breach of this CoI Policy has been identified, the GA Board may refer the matter to an independent investigator for determination. The investigation will be conducted confidentially and with reference to natural justice and recommendations for disciplinary action (if any) will be impartial, transparent and capable of review.

Maintenance of a Conflicts of Interest Register

GA will maintain a register of conflicts of interests disclosed under this CoI Policy.

Association Members may make a written application to the Chair of the GA Board to inspect the register of conflicts of interest. The Chair may refuse the application in circumstances where they reasonably consider the application to be frivolous or vexatious.