CONFLICT OF INTEREST POLICY

Human Resources
YASC POL 21 – V7

2026

YARRABAH ABORIGINAL SHIRE COUNCIL
56 Sawmill Rd Yarrabah, QLD 4871

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1. LEGISLATION AND AUTHORITY

The Local Government Act 2009 (Qld)
Local Government Regulation 2012 (Qld)
YASC Code of Conduct

2. COUNCIL'S STATEMENT

Yarrabah Aboriginal Shire Council ('YASC') conducts its business with integrity, honesty and fairness. All employees are expected to work within the rules and actions of YASC will comply with all relevant laws, regulations, codes and corporate standards.

Everyone representing YASC must reflect the highest standards of behaviour. Our relationships are critical to the ongoing success of our organisation. Our leaders have responsibility for fostering a culture where ethical conduct is recognised, valued and applied at all levels.

This policy is to be read in conjunction with the Code of Conduct, which outlines our standards of behaviour and workplace culture are in accordance with YASC's principles.

3. PURPOSE

To ensure that the business interests of YASC and personal behaviours of employees do not conflict in any way whatsoever.

That there are absolutely no conflicts of interests either real or perceived within YASC.

4. COMMENCEMENT

This Policy replaces all other policies relating to Conflict of Interest (whether written or not).

5. APPLICATION OF THE POLICY

This Policy applies to employees of YASC. It does not form part of any employee's contract of employment.

6. MEANING OF CONFLICT OF INTEREST

Employees who engage in any activity which adversely prejudices their ability to carry out their responsibilities in the best interests of YASC, or which benefits others in competition with YASC, then it will consider that a conflict of interest exists.

Examples:-

Conflict of interest with regard to commercial or financial relationships could include, (but is not limited to):

- Accepting a payment, gift, benefit or favour without the approval of Management, or nominated representative;
- Working for a competitor and/or using YASC knowledge or materials for personal profit or advantage;
- Self-employment or working for another employer and/or using YASC time and resources, (e.g. supplying goods or services to YASC without getting the best or most economical product, private business deals during or outside of working hours, etc);

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- Allocating business to external organisations based on criteria not in the best interests of YASC;
- Disclosing to parties outside the organisation, information concerning the operation of YASC.
- Withholding information pertinent to YASC business operations, from the Management team and fellow employees.

7. BREACH OF THIS POLICY

If you engage in any activity which adversely prejudices your ability to carry out your responsibilities in the best interests of YASC, or which benefits others in competition with YASC, you will be considered to have a conflict of interest, which constitutes serious misconduct and will be subject to disciplinary action.

8. VARIATIONS

YASC reserves the right to vary, replace or terminate this policy from time to time.

9. DOCUMENT CONTROL

Adoption Date:	15 December 2015	Resolution No.	Version No. 1
Amended Date:	30 January 2020	Resolution No. 03:30/01/2020	Version No. 2
Amended Date:	17 February 2021	Resolution No. 05:17/02/2021	Version No. 3
Amended Date:	18 May 2022	Resolution No. 09:18/05/2022	Version No. 4
Amended Date:	29 June 2023	Resolution No. 11:29/06/2023	Version No. 5
Reviewed Date:	26 July 2024	Resolution No. 12:26/07/2024	Version No. 6
Reviewed Date:	19 August 2026	Resolution No. 28:19/08/2026	Version NO. 7
Next Review Date:	2027		
Responsible Officer:	Chief Executive Officer		

Richard Wright
Chief Executive Officer

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