Conflict of interest

Good Governance Fact Sheet No. 9
for Committees of Management
of Crown land reserves in Victoria

All committees of management are required to have, and abide by, a written policy on Conflict of Interest. This includes maintaining a Register of Interests.

Managing conflicts of interest

As noted in the Conflict of interest guidance for organisations provided by the Victorian Public Sector Commission (VPSC):

- There is nothing unusual or necessarily wrong in having a conflict of interest, it is crucial, however, that all conflict of interest is managed to protect the public interest.
- If not managed appropriately, conflict of interest can undermine confidence in public sector organisations.

Model Conflict of Interest policy available on the DELWP website and Crown Land Kiosk

Chapter 5 of the Committee of Management Guidelines outlines that a committee's Conflict of Interest Policy should:

- Set out the requirements to declare and manage conflicts of interest.
- Provide guidance on strategies to manage conflicts of interest.

The Guidelines also provide an outline of different types of conflict of interest and some examples to help committees consider procedures to manage conflicts of interest.

- A model Conflict of Interest policy is available to assist committees. The model policy can be adopted in full or modified to suit different committee preferences for style and content. It is available through the Crown Land Kiosk or the committees of management section of the DELWP website.

Conflict of Interest Register (Register of Interests)

In addition to adopting a Conflict of Interest Policy, all committees of management are required to maintain a Register of Interests. The model Conflicts of Interest policy includes an example format for a Register of Interests.

The Register of Interests should be a standard agenda item near the beginning of every committee meeting, where the accuracy of the Register can be checked and any required updates noted.