

Church of Christ

Loving God, living life, reaching out for Jesus

14 Douglas Avenue Tuncurry
ABN 22 137 829 211

www.ftchurchofchrist.com
ftcoc@live.com.au

FORSTER TUNCURRY CHURCH OF CHRIST CONFLICT OF INTEREST POLICY

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1. PURPOSE

- 1.1 This Conflict of Interest Policy provides a framework for identifying and managing conflicts of interest in church ministry and governance at Forster Tuncurry Church of Christ.
- 1.2 This policy should be read in conjunction with the Forster Tuncurry Codes of Conduct.

2. SCOPE

- 2.1 This Conflict of Interest Policy applies to all paid staff, leadership, ministry and volunteer roles at Forster Tuncurry Church of Christ.
- 2.2 The Elders are responsible for implementing this policy.

3. POLICY STATEMENTS

- 3.1 Forster Tuncurry Church of Christ will proactively identify, declare and manage actual, potential or perceived conflicts of interest in a consistent and proactive manner, to ensure they do not affect the ministry and decisions of the church.

- 3.1.1 A conflict of interest occurs when a person's personal interests conflict with their responsibility to act in the best interest of the church. This may relate to employment, goods and services or funding accessed by the church.
- 3.1.2 The conflict may arise due to a person having a substantive interest in or being a decision maker in either the matter or the other party(ies) involved, or because they are in a close personal relationship (e.g. spouse, child, parent, sibling) with the party(ies) involved.
- 3.2 Conflicts of interest must be avoided or managed appropriately to reduce the conflict of interest to an acceptable level.
- 3.3 All paid staff, and individuals in leadership, ministry and volunteer roles will declare any interests immediately they become aware of them. These will be recorded in meeting minutes and, if deemed valid, will be declared on a Register of Interests.
- 3.4 Any person with a declared conflict of interest will work cooperatively with the Elders to resolve the conflict in the best interests of the church.
 - 3.4.1 Any person with a conflict of interest will abstain from voting on, or otherwise participating in, decisions relating to the situations where that conflict exists.
- 3.5 The Elders will take disciplinary action where it is found that a conflict of interest exists and has not been declared or managed appropriately.

4. PRINCIPLES

Accountability and responsibility

- 4.1 All paid staff, and individuals in leadership, ministry and volunteer roles are responsible for declaring any interests immediately they become aware of them.
- 4.2 The Elders are responsible for working with individuals to ensure identified conflicts of interest are appropriately managed.

Compliance, monitoring and review

- 4.3 The Elders are responsible for ensuring this policy is followed for managing conflicts of interest.
- 4.4 This policy will be reviewed annually by the Elders.

Reporting and records management

- 4.5 A Register of Interests, which includes how a conflict of interest is to be managed, will be maintained and updated quarterly at Elders meetings.

5. DEFINITIONS AND TERMINOLOGY

Terms and definitions

Term	Description
Pastor	Spiritual Overseer
Elders	Leaders of the Church

6. RELATED LEGISLATION AND DOCUMENTS

Category	Related Reference Document(s)
Related Policies	Code of Conduct
Related Legislation and Standards	
Related Procedures, Supporting Documents and references	Register of Interests

7. APPROVAL AND REVIEW DETAILS

Approval and Review	Details
Ownership and Accountability	Forster Tuncurry Church of Christ
Approval Responsibilities	Rhonda Gibson, Chris Goodridge, Breff Gorman, Jenny Medland, Peter Smith 2025 (Elders) Bret Clark (Pastor) 2025
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Approval and Review	Details
Approval Date	30 April 2025
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