



Swimming Northern Territory

Conflict of Interest Policy

Version	Reviewed by	Board Approval Date	Next Review Date
3	SNT Board	27 June 2024	June 2026
2	SNT Board	25 May 2020	May 2022
1	SNT Board	29 Nov 2010	Nov 2012

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1. Statement Of Principle

The purpose of this document is to provide a framework enabling efficient organisational governance through the management of conflicts of interest.

Conflicts of interest are real, perceived or potential instances where a person, group or organisation could benefit from a decision or access to information.

The benefit may be financial or non-financial.

No person who has a conflict of interest with any activity or program of Swimming Northern Territory (SNT), whether personal, philosophical, or financial shall be accepted or serve as a volunteer with SNT without having declared the potential conflict of interest. When a conflict of interest does arise, the person must provide SNT with a completed Declaration of Private Interest Form.

This Policy has been prepared to ensure SNT complies with the statutory requirements of the NORTHERN TERRITORY OF AUSTRALIA – ASSOCIATIONS ACT (Act), if there is any inconsistency between this Policy and the Act, the Act prevails.

2. Scope

This policy applies to all SNT Employees, Committee members, athletes, coaches and volunteers. The aim of the policy is to protect both the organization and the individuals involved from any appearance of impropriety.

All SNT Board of Directors must comply with this general conflict of interest policy, as well the SNT Board Conflict of Interest Policy and SNT Director Code of Conduct Policy.

All stakeholders should be informed about and agree on the importance of avoiding conflict of interest. Other related policies and procedures, for example: appointments, selection and contracting should be adhered to without exception.

3. Northern Territory of Australia – Associations Act

3.1. Disclosure Of Interest (Section 31)

- (1) A member of the committee of an incorporated association who has a direct or indirect pecuniary interest in a contract, or proposed contract, with the association:
 - (a) must, as soon as the member becomes aware of the interest, disclose the nature and extent of the interest to the committee, and
 - (b) must disclose the nature and extent of the interest at the next annual general meeting of the association required to be held by the association.
- (2) Subsection (1) does not apply in relation to a pecuniary interest that exists only because:
 - (a) the member of the committee is an employee of the association.
 - (b) the member of the committee is a member of a class of persons for whose benefit the association is established, or
 - (c) the member of the committee has the pecuniary interest in common with all or a substantial proportion of the members of the association.



(3) If a member of the committee of an incorporated association discloses a pecuniary interest in a contract, or proposed contract, in accordance with this section, or his or her interest is not required under this section to be disclosed:

- (a) the contract is not liable to be avoided by the association on a ground arising from the fiduciary relationship between the member and the association; and
- (b) the member is not liable to account for profits derived from the contract.

3.2. Voting On Contract In Which Committee Member Has Interest (Section 32)

(1) A member of the committee of an incorporated association who has a direct or indirect pecuniary interest in a contract, or proposed contract, with the association must not take part in a decision of the committee with respect to that contract but may, subject to this Division, take part in deliberations with respect to the contract.

(2) Subsection (1) does not apply in relation to a pecuniary interest –

- (a) that exists only because the member of the committee is a member of a class of persons for whose benefit the association is established; or
- (b) that the member of the committee has in common with all or a substantial proportion of the members of the association.

4. Employees

All employees must provide the details of their conflict of interest to the CEO, upon commencement of their recruitment process, through the submission of the SNT Private Interest form.

Upon commencement of their employment the incumbent is required to provide the CEO with any subsequent details of any current or potential conflicts of interest.

5. Volunteers

All Volunteers must provide the written details of their conflict of interest within 14 working days of becoming aware of any perceived, real or potential conflict of interest. These are to be submitted to the SNT CEO, through the use of the SNT Private Interest form.

Should a volunteer become aware of a conflict of interest during an event or other activity in which they are participating, they must report this to the Meet Director of the event immediately. The volunteer must immediately remove themselves from the situation of conflict, the Meet Director may also remove the volunteer to ensure an immediate solution to the conflict ensuring that SNT policies are adhered to where applicable.

6. Team Members

All athletes, coaches, managers appointed / selected to represent SNT teams must abide by the Team Agreement and Team Code of Conduct. This includes providing the designated SNT representative with a signed copy of the SNT Team Code of Conduct and a written description (Private Interest form) of any perceived, real or potential conflict of interest prior to attending any team or squad activities.



Selection to SNT squads / teams may be revoked by the SNT selection committee if there is a recognised conflict of interest and it is deemed sufficient enough to be detrimental to the activity due to be undertaken by said member or any other member of the team.

Should a conflict of interest occur during a team/ squad activity it must be reported to the Team Manager immediately. The Team Manager in conjunction with the CEO will determine which action is to be taken, any sufficient conflict of interest may result in the team member being required to depart the team / squad activity.

7. Policy Promotion

This policy will be made available to all members via the SNT website. This policy will be communicated to all staff members, board members, committee members and club members, where necessary.

8. Review

This policy will be reviewed by the Board of Swimming Northern Territory every 2 years from the date of approval by the SNT Board.

9. Additions Or Amendments

In addition to the scheduled review of this policy recommended changes to the policy may be submitted to the Board of Swimming Northern Territory for consideration, at any time. In the event that the changes are accepted, the policy will be updated, dated and circulated to all relevant stakeholders.

10. Related Links

[NT Associations Act - 2003](#)

[SNT Director Code of Conduct](#)

[SNT Board Conflict of Interest](#)

[Swimming Australia – Code of Conduct](#)

[SNT Code of Conduct](#)

[National Integrity Framework \(NIF\)](#)