



# CONFLICT OF INTEREST DISCLOSURE FORM

<b>Version No</b>	1.0
<b>Issued</b>	April 2016
<b>Next Review</b>	April 2017
<b>GDS</b>	9.24.1

I, \_\_\_\_\_, have received a copy of the agenda  
(insert name)

for the (ordinary/special) **\*Council / \*Committee / \*Board** meeting [\*delete that which is not applicable]  
to be held on \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_.  
(insert date)

I consider that I have a  
**\*material** conflict of interest pursuant to section 73  
**\*actual or \*perceived** conflict of interest pursuant to section 74  
 [\*delete that which is not applicable]  
 of the *Local Government Act 1999* ("the LG Act") in relation to the following agenda item:

\_\_\_\_\_  
(insert details)

which is to be discussed by the **\*Council/ \*Committee / \*Board** [\*delete that which is not applicable] at that meeting.

The nature of my **material** conflict of interest is as follows [*ensure sufficient detail is recorded, including the reasons why you (or a person prescribed in section 73(1) of the LG Act) stands to obtain a benefit or suffer a loss depending on the outcome of the consideration of the matter at the meeting of the Council in relation to the agenda item described above*]:

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**OR**

The nature of my **actual** conflict of interest is as follows [*ensure sufficient detail is recorded, including the reasons why the conflict between your interests and the public interests might lead to a decision that is contrary to the public interest in relation to the agenda item described above*]:

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I intend to deal with my **actual** conflict of interest in the following transparent and accountable way *[ensure sufficient detail is recorded as to the manner in which you intend to deal with the actual conflict of interest in a transparent and accountable way].*

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**OR**

The nature of the **perceived** conflict of interest is as follows *[ensure sufficient detail is recorded, including the reasons why you consider that an impartial fair-minded person could reasonably consider that you have a perceived conflict of interest in the matter].*

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I intend to deal with the **perceived** conflict of interest in the following transparent and accountable way *[ensure sufficient detail is recorded as to the manner in which you intend to deal with the perceived conflict of interest in a transparent and accountable way].*

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Signature

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Date