

Report to: Creative Sounds Society Inc Members

From: Creative Sounds Society Management Committee

Date: 16 September 2018

Conflict of Interest Register

1. Reason for Report

To present the register of Conflicts of Interest for consideration and update.

2. Background

A conflict of interest register is established to ensure that there are no conflicts present in voting on motions that affect the Society. For further information see: <https://www.charities.govt.nz/im-a-registered-charity/officer-information/officer-kit/conflict-of-interest/>

3. Policy

Members are reminded that the Society has a Conflict of Interest policy; this is located on the website at: <http://www.creativesounds.org.nz/documentation/>

Due to the nature of an Incorporated Society, all members have an interest in the Society; members are additionally users of the practice facilities and recording studio, and attend and play shows. A number of members work for organisations which are service providers or users of services or equipment. These transactions are all arms-length and do not result in influence on the Society. All members of the Society have the opportunity to influence the Society through the election of the Management Committee and participation in any consultative processes.

4. Register

The conflicts of interest register was updated at the 2017 AGM:

Person	Perceived or actual conflict of interest
Fraser Greig	Chair of Community Services Council; Manager of Access Manawatu
Craig Black	General Manager of MUSA; MUSA has been co-awarded an operational contract with The Stomach for Summer Social events.
Duncan McCann	PNCC member of council
Remy Waldteufel-Irvine	Works for library (PNCC but different funding)
Kirsty Porter	Similar artist space with creative funding
Shaun Kay	Board of arts council; not for profit and applies for funding
Martin Carr	Deputy chair of Regent Theatre and PN Theatre Trust

Johnny Robert	Runs private drum lessons from the CSSI premises, The Stomach
Meredith MacKenzie	Partner is a General Manager of MUSA which has been co-awarded an operational contract with The Stomach.
Harry Lilley and Nigel Mauchline (staff)	Undertake occasional external contract work in the audio industry.
Stuart Hubbard	Works for the PNCC, but not in a role associated with funding.
Fraser Williams	Volunteers at Radio Control.

5. Operational Management of Conflicts

At each meeting of the Management Committee, members are asked to declare any potential, actual, or perceived conflicts of interest as a standing item on the agenda. Any declarations are recorded in the minutes and members recuse themselves from voting on such matters.

6. Recommendations

It is recommended that the members present at the AGM be invited to:

- 5.1 declare any new conflicts of interest**
- 5.2 remove any conflicts that are no longer relevant**
- 5.3 refrain from voting on matters where they have a conflict of interest.**