



Policy: Conflict of Interest

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1.0 Policy Statement

- 1.1 The Superior North Catholic District School Board commits to operational and fiscal effectiveness in all of its partnerships, based on Catholic values. As a designated broader public sector organization, the Board will ensure it complies with specific guidelines or directives designed for the broader public sector (BPS).
- 1.2 This policy was developed to comply with the Broader Public Sector Perquisites Directive issued by the Management Board of Cabinet dated August 2, 2011. This policy sets out rules for the provision for perquisites that are allowable and those that are not.
- 1.3 This policy applies to all employees, elected officials (Trustees), appointees and school board members.
- 1.4 According to Bill 68, Modernizing Ontario's Municipal Legislative Act that amends the Municipal Conflict of Interest Act trustees must publicly declare the conflict of interest before any discussion begins on the matter in conflict and that the declaration of conflict is recorded in the minutes of the meeting. In addition, trustees who declare a conflict of interest will now be required to file a written

statement for public record indicating the general nature of the conflict. Trustees will complete the Statement of Interest Form (Appendix A) at the committee/board meeting.

- 1.5 Superior North Catholic District School Board employees are to notify the Board of a conflict of interest when the need arises.
- 1.6 Key principles to be observed are: accountability, transparency, and value for money.

2.0 Terms and Conditions

- 2.1 **Advantage** refers to a privilege that is provided to an individual or to a group of individuals, provides a personal benefit, and is not generally available to others. An advantage is not allowable if it is not a business-related requirement. An advantage is allowable only in limited and exceptional circumstances where it is demonstrated to be a business-related requirement for the effective performance of an individual's job
- 2.2 **Accountability** refers to the state of being accountable, liable, or answerable.
- 2.3 **Transparency** refers to being clear, honest and open.
- 2.4 **Privileges** refer to a right, immunity, or benefit enjoyed only by a person beyond the advantages of most; a special right, immunity, or exemption granted to persons in authority or office to free them from certain obligations or liabilities.

References

- BPS Perquisites Directive
- O. Reg. 381/07: Conflict of Interest Rules for Public Servants (Ministry and Former Public Servants)
- Public Service Ontario Act, 2007, c. 35, Schedule A
- Travel Expense P/AP F 405
- [Bill 68](#)
- Statement of Interest Form

Approval and Review Dates

Prior Date Approved: October, 2011

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Next Review Date: March, 2025

Reviewed by: Policy Committee, Administrative Council