

## GCC Members Conflicts of Interest Declaration

This form is to be completed by all Greater Cities Commission (Commission) members, when they commence with the Commission, every twelve months or if they consider that a new conflict of interest may have emerged throughout the year.

This form should also be completed by observers and standing invitees as required.

Once this form is completed and approved, it will be provided to the Commission's Board Secretary for inclusion in the Register submitted to the Responsible Minister. The person making the declaration should retain the original copy of the form.

If a conflict of interest has been declared, this form must be noted by the Commission's Chief Commissioner and Chief Executive Officer, and legal advice attained where necessary.

If circumstances change, it is the Commission member's, observer's or standing invitee's responsibility to submit a new Declaration of Conflicts of Interest Form.

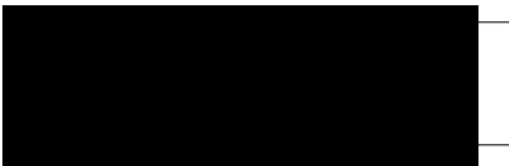
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### DECLARATION

I, Matthew Endacott, declare that:

1. I have read and understand the requirement under the Commissioners Code of Ethics and Conduct to make a declaration of any private interests that may be reasonably perceived to raise a conflict with the fulfillment of my public duties as a member of the Commission.
2. I understand that unless otherwise determined by the Responsible Minister or the Commission that after I have made a disclosure about a conflict of interest that I may not:
  - be present during deliberation of the Commission about that matter, or
  - take part in a decision of the Commission about that matter.
3. I will formally advise the Commission of any significant change in circumstances that affects the accuracy of this declaration and undertaking.
4. By signing this declaration form, I agree that I have made a full and frank disclosure about any conflicts of interest that I may hold. I also acknowledge that the Commission will retain this information in compliance with the Privacy and Personal Information Protection Act 1998.

Signature:



Date:

13/12/2022

Please select one of the following options:

Option A



**Annexure A** lists my conflicts of interest for the purpose of this declaration and how these are to be managed. In preparing this list, I have considered:

- my private financial, business, personal or other interests or relationships;
- the functions and responsibilities of the Commission; and
- my role and responsibilities as a member of the Commission.

**Option B**        I have no such conflicts of interest to declare.

**Option C**        I have no further conflicts of interest to declare other than what was reported in [enter date of previous declaration].


Please select one of the following options:

- Annual Declaration    [Insert year]
- Ad-hoc (change of circumstances or new appointment)

**Name:**   

**Position:**   

**Agency:**   

**Signature:**    

**Date:**

## Annexure A – Declared Conflicts and Management

\*A members interests include those of an associate, close relative or a company or other body that you may be a member of. To comply with the *Privacy and Personal Information Act 1998*, when providing information about associated persons, do not identify the person, you need only identify your relationship with that person and the interest.

**Description of conflict:** Please provide a brief outline of the nature of the conflict, including the details of the organisation or relationship concerned. Where possible please also include any information relating to how you expect your role or responsibilities may be affected by the conflict.

RE: External Work

In November was approached by [REDACTED] at Transport for NSW to prepare a 30 page report on Business Improvement Districts in NSW.

After submitting a proposal to [REDACTED] on December 1 2022, I have been informed that I have been successful in my proposal to complete this piece of work over December and January.

My engagement will involve summarising stakeholder engagement to date and offering a range of ideas on the implementation of Business Improvement Districts in NSW.

Importantly, my report will not propose any recommendations that will apply in my City Region (Greater Newcastle). This is because there is an existing Business Improvement District in City of Newcastle and my understanding is that existing BIDs will not be impacted by proposed recommendations.

I have spoken with both the Minister's Office [REDACTED] and City of Newcastle [REDACTED] about my involvement in this short engagement. Both are comfortable with me completing this piece of work.

As this will not be an ongoing engagement (completed by late January), I do not anticipate any ongoing measures for managing conflict(s) of interest.

**Management strategies:** Please list any actions to resolve, avoid or manage identified conflicts of interest above. Where appropriate you may seek advice about appropriate management strategies from the Chief Commissioner or Chief Executive Officer prior to completion of this declaration.

I will declare a conflict of interest at any Commission meeting where Business Improvement Districts are on the agenda. I am also happy to remove myself from any meeting where the Commission engages with Business Improvement Districts, any NSW Government agency with carriage or interest in BIDs, as well as any external stakeholders.

I will not meet with any NSW Government agency or Business Improvement District stakeholder in my capacity as Commissioner for the duration of my term(s) as City Commissioner. Any necessary engagement with or about Business Improvement Districts going forward will be delegated to [REDACTED] in the Lower Hunter Greater Newcastle City Region.

