

MHCC Steering Committee

Conflict of Interest Management Strategy

Key to managing the conflict of interest is to separate the deliberation from the decision-making.

This strategy utilises the “Recruit” management strategy which is suitable where:

- it is not feasible or desirable for the person to remove themselves from the decision-making process
- in small or isolated communities where the particular expertise of the person is necessary and genuinely not easily replaced

Grant Applications Received by Doherty Institute as lead of MHCC

Grant applications sent to external reviewers for review and ranking against set criteria

External reviewers send rankings to Doherty Institute as lead of MHCC

Steering Committee appoints independent Chair (e.g. chair of Community Advisory Board or representative of DHHS) who must be present for every deliberation of applications by the Steering Committee.

This person will be able to testify, if necessary, that there was no favouritism and that the decisions were made fairly-based on feedback from external reviewers.

Steering Committee convened to review rankings.

As an extra management strategy, the SC may choose to restrict its deliberations to those applications with no clear outcome (i.e. those that were not consistently ranked low or high by the external evaluators)

Where a conflict of interest is declared by a SC member, the independent Chair will decide on the appropriate conflict management strategy for the given circumstances from the following options:

- The conflicted member will be directed to recuse themselves from the deliberation the application.
- The conflicted member will be allowed to answer questions specifically directed to them but not be allowed to vote.
- The conflicted member will be allowed to answer questions specifically directed to them and allowed to vote.
- The conflicted member will be able to fully participate in discussions but not allowed to vote.
- The conflicted member will be able to fully participate in discussions and allowed to vote.

The Chair (or secretary, if any) must record the conflict management strategy adopted in the minutes of the SC meeting in each instance where a conflict arises.