



**This document summarises how the Fire and Emergency Services Superannuation Board (the Board), as the trustee of the Fire and Emergency Services Superannuation Fund (FES Super), manages its conflicts of interest.**

## Summary of policy

FES Super's Conflicts Management Policy addresses the identification, disclosure, recording, management and, where necessary, the avoidance of conflicts that may arise from interests held or duties owed to other entities by FES Super Responsible Persons including Board Members and Executive employees.

In managing conflicts of interests and duties, the Board seeks to ensure that the interests of FES Super members and beneficiaries receive priority over all others. If a conflict cannot be managed in a way that gives priority to the interests of members and beneficiaries then the conflict must be avoided.

Prompt disclosure of relevant interests and duties is a critical part of FES Super's conflicts management processes. Relevant interests and duties are disclosed as part of the appointment process for Board Members, Alternate Board Members and Executive employees, and changes to relevant interests and duties must be declared at the earliest opportunity.

Any Board Member who has declared an interest in a matter being considered by the Board leaves the room during discussions and cannot take part in any discussion or decision by the Board with respect to that matter.

The Risk and Compliance Manager conducts an internal review of the framework each year and the internal audit function, who is operationally independent and appropriately trained, conducts a comprehensive review of the framework every three years. The Board formally reviews the Conflicts Management Policy every three years.

## Register of Relevant Interests and Duties

The Board maintains a Register of Relevant Interests and Duties which records relevant interests and duties of Board Members and Senior Management of FES Super.

The Register of Relevant Interests and Duties is attached.

## Gift Register

The acceptance of gifts can have the potential to create a conflict or the perception of a conflict of interest.

FES Super's Conflicts Management Policy does not allow Board Members or Executive employees to accept gifts that may be considered excessive, inappropriate or may influence the Board's decision making.

The Board has also determined that token gifts with a dollar value up to \$100 are not considered 'gifts'. Examples include, but are not limited to, items of appreciation such as chocolates or flowers, a bottle of wine, refreshments provided infrequently and items given out by booth operators at conferences.

All gifts with a dollar value greater than \$100 must be declared and gifts with a dollar value above \$300 cannot be accepted.

A Register of Gifts accepted by Board Members and Executive employees is maintained and disclosed on the FES Super website when it has entries.



Name	Board Member	Date Appointed	Employment	Duties/ Directorship	Shareholdings	Potential/ Reported
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**Board Members and Alternate Board Members as at 30 June 2023**

Boyd Winton	Employer Appointed Board Member	1 July 2020	Managing Director, Australis Solar	Member, FES Super	-	-
Karen Lamont	Employer Appointed Board Member	17 October 2013	Human Resources	Member, FES Super	-	-
Richard Burnell	Employer Appointed Board Member	19 August 2022	Retired Former Employee, DFES	Member, FES Super	-	-
	Employer Appointed Alternate Board Member	1 July 2020				
	Employer Appointed Board Member	26 March 2020				
	Employer Appointed Alternate Board Member	19 August 2018				
Kevin Landwehr	Member Elected Board Member	19 August 2021	Employee, DFES	Member, FES Super	-	-
	Member Elected Alternate Board Member	19 August 2020				
Michael Bailey	Member Elected Board Member	19 August 2021	Employee, DFES	Member, FES Super	-	-
Tom Nolan	Member Elected Alternate Board Member	19 August 2021	Assistant Secretary and Industrial Officer, United Professional Firefighters Union of Western Australian (UPFU).	Role as Assistant Secretary and Industrial Officer at UPFU Member, FES Super	-	-



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**Board Members and Alternate Board Members whose term ended during the 2022/2023 financial year**

Frank Sciarrone <i>Term ended 18 August 2022</i>	Employer Appointed Board Member	4 April 2011	Executive Chairman, Vantage Wealth Management	Member, FES Super	Fremantle Esplanade Hotel Property Trust (Nov 2012)	Vantage Wealth Management manages an investment portfolio for FES Super (<5% FUM)
	Chair, FES Super Board	19 August 2013		Employer Director, Government Employees Superannuation Board (21 Feb 2016)	Fremantle Esplanade Hotel Ltd (Nov 2012) <i>Note: both are &lt;5% of issued capital.</i>	
Paul Markovic <i>Term ended 18 August 2022</i>	Member Elected Alternate Board Member	19 August 2017	Employee, DFES	Member, FES Super	-	-
Tim Quinlan <i>Term ended 18 August 2022</i>	Member Elected Alternate Board Member	19 August 2021	Employee, DFES	Member, FES Super	-	-

**Senior Management**

Adrian Rutter	Fund Secretary	1 May 2001	FES Super	Member, FES Super	-	-
Karen Metcalf	Risk and Compliance Manager	2 January 2019	FES Super	Member, FES Super	-	-