



STATEMENT OF BUSINESS ETHICS

Introduction

The Sydney Harbour Foreshore Authority (the Authority) is committed to conducting its business in a sound commercial and ethical manner having regard to NSW Government and Authority policies.

The Authority will demonstrate and practice a professional and ethical approach to all its business activities, All Authority staff are required to conduct their activities in accordance with the Authority's Code of Conduct, observe a high standard of probity, ethical behaviour and integrity in their business dealings, and comply with NSW Government and Authority policies.

Suppliers doing business with the Authority are required to respect and acknowledge the way the Authority conducts its business and ensure that they maintain a similar level of ethical behaviour in their dealings with the Authority. This statement aims to define the Authority's standards and the standards expected of providers of services to the Authority.

Sydney Harbour Foreshore Authority's procurement

The Authority procures goods and services in compliance with the Policy Statement NSW Government Procurement (1999), all Codes of Practice and Guidelines, and the Authority's Procurement Policy.

In undertaking its business and in addition to obtaining "value for money", these policies require that:

- parties in the supply chain provide a high standard of probity, ethics and integrity;
- prospective service providers are given a fair opportunity to compete for the Authority's business
- all parties are committed to continuous improvement in the supply chain; and
- the Authority is accountable and consistent in its procurement practices.

The Authority promotes open, fair and effective competition and aims to provide opportunities to suppliers through its quotation and tendering processes. It is committed to maintaining a high level of probity, integrity and ethical behaviour in all its procurement processes.

What to expect from Sydney Harbour Foreshore Authority:

Sydney Harbour Foreshore Authority is committed to:

- Complying with the law, Authority and NSW Government policies and procedures.
- Being ethical, fair and honest in all our thinking, behaviour and relationships.
- Ensuring staff comply with the Authority's Code of Conduct, including avoiding and declaring situations where private interests conflict or have the potential to conflict with public duty.

- Promoting and encouraging fair, open and effective competition and seeking best value for money.
- Being equitable in the treatment of all tenderers for the supply of goods and services.
- Being transparent in our dealings and being information centred in decision-making.
- Being open and candid in our communications.
- Protecting confidential information and intellectual property.

Sydney Harbour Foreshore Authority expects our private sector suppliers will:

- Respect the obligations placed upon Authority staff to comply with its procurement policies and procedures.
- Comply with the Authority's tender procedures.
- Provide accurate, concise and reliable information when required.
- Act ethically and honestly and disclose actual or perceived conflicts of interests.
- Prevent the unauthorised disclosure of Authority confidential information.
- Refrain from offering Authority staff inducements or incentives designed to act contrary to their duties.
- Refrain from discussing the Authority's business in the media prior to obtaining the Authority's written consent.
- Provide feedback on the quality of performance and maintenance of business ethics by Authority staff.
- Assist the Authority in identifying and eradicating improper practices.

Reporting unethical behaviour

The Authority is committed to promoting ethical behaviour. Reports on unethical behaviour, fraud, corrupt conduct, mal-administration or waste can be made to the Authority's Corporate Governance Manager on 02 9240-8823.

Alternatively, you can write confidentially to the Authority, c/o Corporate Governance Manager, Sydney Harbour Foreshore Authority, PO Box N408, Grosvenor Place, NSW 1220.

Protected disclosures

Disclosures about corrupt conduct, mal-administration or waste of public funds are protected under the *Protected Disclosures Act 1994*.

Persons who report unethical behaviour, that is conduct covered by this Act, can seek protection from any reprisal or detrimental action.

Conflicts of interest

Conflicts or potential conflicts of interest must be disclosed by Authority staff and our private sector suppliers to ensure their actions are capable of withstanding public scrutiny.

Gifts and benefits

Suppliers should not provide (and Authority staff are not permitted to accept) gifts and benefits other than of a token nature.

Authority staff, in accordance with the Authority's Code of Conduct may accept modest gifts, tokens of appreciation and benefits. All gifts and benefits offered to Authority staff (irrespective of acceptance) are disclosed in a Gift Register.