



1 TERRITORY

HONESTY. INTEGRITY. UNITY.

For all Territorians

CODE OF CONDUCT

December 2015





CODE OF CONDUCT

Message from the President

This Code of Conduct has been established to provide a safe, respectful and ethical professional based organisation of persons engaged in the activities of 1 Territory Party. It includes monitoring, maintaining, setting and improving professional standards in all Party members' engagement, based on self-regulatory mechanisms for dealing with Party representation as well as Party-related complaints and grievance processes.

Adherence to the Code of Conduct applies to all standing and ad hoc Staff, Committees, Candidates, Members of Parliament, Members and Volunteers affiliated with Party-related activities. It includes Party practices as well as research, education and training that relate to the overall professionalism of both the Parliamentary and Membership wings of the party. While acting in accordance with this Code, the Party shall have absolute discretionary power in accepting Members. In those cases where a person is not formally affiliated with 1 Territory, they must agree in writing to abide by the Code for the duration of their secondment.

The embedded Code of Ethics and Practice is intended to provide standards of professional conduct in accordance with legislative requirements. Depending upon the circumstances, compliance or non-compliance with the Code of Conduct, Ethics and Practice may be admissible in some legal proceedings.

PRESIDENT

12 December 2015

PARTY VALUES, ROLE AND MISSION

What are the values of 1 Territory?

1 Territory exists to work towards empowering Territorians to make their own informed decisions and self-determining choices in recognising, realising and achieving their full potential, by providing a safe, confidential, non-institutionalised and non-religious environment. Discussions should be open, honest and inclusive with all encouraged to participate.

What is the role of 1 Territory?

1 Territory is committed to making a positive difference to the lives of Territorians.

What is the mission of 1 Territory?

The mission of 1 Territory is embodied in the 1 Territory Constitution:

“2. (a) Pursue the social, economic and cultural development of the Northern Territory;

(b) Improve the health and wellbeing of all Territorians;

(c) Protect the environment of the Northern Territory both onshore and offshore;

(d) Protect the community and lifestyle of the people of the Northern Territory;

(e) Improve working relationships with all local governments and statutory authorities within the Northern Territory, to ensure better social, economic and cultural outcomes;

(f) Improve relationships with all neighbouring states, territories and countries of the Northern Territory, to ensure better social, economic and cultural outcomes;

(g) Improve working relationships with the Federal Government of the day to ensure better social, economic and cultural outcomes for the Northern Territory;

(h) Form a Government of the Northern Territory that listens to and seeks the input of Territorians; and the evaluates those inputs in the context of the objects and purposes of this Constitution; and implements the outcomes of this evaluation ensuring those outcomes are for the greater good or interests of Territorians;

(i) Form a Government that produces policies for Territorians by Territorians;

(j) Form a Government that becomes a vehicle of the people of the Northern Territory to get the job done, in the interest of Territorians;

(k) Form a Government that acts in a fair and equitable manner in the interests of all Territorians;

(l) To pre-select candidates to contest Northern Territory, Senate and House of

Representatives elections to best represent Territorians under the aforementioned objects and purposes of this Constitution”.

1. CODE OF CONDUCT (THE CODE)

The Code of Conduct is intended to provide standards of professional conduct that can be applied across the Party. All Party Staff (standing or ad hoc), Candidates, Committees, Members of Parliament, Members and Volunteers must conduct themselves in Party-related activities in ways that do not undermine public confidence in the work or role of the Party. Everyone must take all reasonable steps to be aware of current laws as they apply to the Party.

The Code has developed guidelines to ensure all Members exercise due diligence and strive for the highest possible duty of care standards in providing a community-friendly platform where their voices can be heard.

1.1 Responsibility to fellow Members and others

- a. All Members are accountable for their actions and behaviours .
- b. All Members are responsible for respecting the privacy, needs and autonomy of fellow Members as well as the Contract of Confidentiality across the membership including security of data and other record retention.
- c. All Members are to take care that any misrepresentation of 1 Territory be addressed, as this may deprive fellow Territorians of political choice.
- d. All Members are responsible for considering and addressing their own prejudices and stereotyping attitudes and behaviours, in particular in considering ways in which these may potentially affect the Party organisation as a whole.

1.2 Conflict of Interest

- a. All Members must actively demonstrate responsibility in exploring, resolving and disclosing any conflicts of interest between themselves and

- employers or agencies, especially where this has potential to affect the Party.
- b. All Members must avoid conflicts of interest where possible, and any conflicts of interest that do occur must be discussed at routine meetings.
 - c. Any potential conflict of interest may be discussed initially within the Executive.
 - d. All Member conflicts of interest may be discussed in other Committees if relevant to a Member.
 - e. Any Member must not in any way by virtue of position accept, acquire or gain private gifts or benefits for personal, influential or material profit or advantage in the course of their Party-related duties.
 - f. When acting as Party representative at public events, receipt of any gifts or benefits or similar are to be declared to the Party.
 - g. All Members are to remain cognizant of potential competing professional and personal interests that may create any conflict of interest including but not limited to personal relationships, secondary employment, other political activities, external association memberships, financial interest and personal beliefs.

1.3 Resolving conflict between Ethical Priorities

Members may find themselves caught between conflicting ethical principles which could involve issues of public interest, including those under Party Policy implementation. If such circumstances arise, Members are to consider the particular situation in which they find themselves and to discuss the potential situation with the Executive.

1.4 Media

- a. All advertising and public statements should be particular and accurate and conform to Party communication policies.

- b. Members should not display an affiliation with an external organisation in a manner that falsely implies adjunct service-delivery, sponsorship or validation by another organisation extraneous to the Party.
- c. Any advertising, publicity or public statements whether written, oral, digital, electronic, hardcopy or photographic should accurately reflect the nature of the Party.

1.5 Misconduct, Complaints and Grievances

- a. All Members must conduct themselves in their Party-related activities in ways that do not undermine public confidence in the function or role of the Party.
- b. Any Member who suspects misconduct by another Member which cannot be resolved or remedied after initial discussion or subsequent negotiation or mediation with the Executive, should implement the complaints procedure as set out in the 1 Territory Constitution Section 16 and Part H (Section 54).
- c. Actioning complaints procedures should be done quickly and without breaches of confidentiality other than those necessary for investigating the complaint.
- d. The Executive is responsible for advising members of complaint and grievance processes.
- e. All Members must be committed to the Code and recognise that procedures for withdrawal of Party membership including suspension or termination of membership may be implemented for breaches.

2. CODE OF ETHICS

The Code of Ethics constitutes the effective and appropriate use of skills that are for the benefit of the Party, therefore the Party will:

- a. Offer a non-judgemental approach free from gender or cultural discrimination and bias in honouring the individuality of Members;

- b. Establish clear member relationship boundaries in order to maintain the integrity and empowerment of the Party;
- c. Be committed to ongoing professional development;
- d. Ensure Members understand the purpose, process and boundaries of the Party-related relationship with all Members;
- e. Offer a promise of confidentiality and explain Members' privacy rights;
- f. Will receive written consent from any Party member before divulging any information or contacting any other parties outside of the Party;
- g. Endeavour to make suitable referral where Party-related requirements may go beyond the core business and abilities of the Party;
- h. Parliamentary and Executive Members undertake regular supervision and debriefing to develop skills, monitor performance and sustain professional accountability to all Members;
- i. Be responsive to the needs of colleagues through cohesive duty of care, and actively participate in contributing to and providing a respectful, courteous, safe and harmonious supportive Party-related environment for all Members;
- j. Not practice council or act as an agent on behalf of or to a Member for a Member;
- k. Not initiate, develop, engage or pursue political-related relationships sanctioned actions and activities outside Party requirements unless sanctioned by the Executive;
- l. Not initiate, develop, engage or pursue any kind of Party-related activities at public events unless sanctioned by the Executive;
- m. Not accept invitations to attend any Party-representative private or public social functions unless sanctioned by the Executive;

- n. Be responsible for maintaining currency in theories, ethics and practices relative to Party core business;
- o. Be committed to the above Code of Ethics and recognise that procedures for withdrawal or suspension of membership including termination may be implemented for breaches.

3. CODE OF PRACTICE

The Code of Practice applies these values and ethical principles outlined above to more specific situations that may arise in Party-related practices. No clause or section should be read in isolation from the rest of the Code. In reference to the Code of Ethics and Code of Practice what applies to the Members also applies to associated Party relationships.

3.1 Issues of responsibility to all Members

- a. Membership relationships are at the ethical forefront of transparent Party practices.
- b. Members must take responsibility in their Party work.
- c. Members also have responsibilities to associated groups such as any Party committees or sub-committees in adhering to the Code.

3.2 Membership communication and boundaries

- a. Members should take all reasonable steps to honour undertakings by communicating essential terms and understandings within any Party-related information provided.
- b. The Executive is responsible for reaching agreement with Members in determining terms on which membership is being offered.

- c. Members have a responsibility to ensure that all Party membership is offered a free choice as to whether or not to participate in political activities as either a silent or active member.
- d. The Executive must take reasonable steps during the course of the political relationship to ensure that Members are given opportunities to review actions and activities of parliamentary representatives as well as the Executive.
- e. Members are responsible for setting and monitoring explicit boundaries in all Member interactions including any out-of-session activities or training relationship.
- f. Members remain accountable for relationships and must exercise caution over entering into friendships, business relationships, training, supervision and or other relationships that may impact on Party ethics.
- g. Members are not to give advice or act on behalf of the Party without Executive approval.

3.3 Member safety

- a. Members must take reasonable steps to ensure that colleagues do not suffer physical, emotional or psychological harm in undertaking Party-related actions and activities.
- b. Members must not exploit other members financially, sexually, emotionally, romantically or in any other way.
- c. Members will work in ways that affirm both the common human rights and uniqueness of each individual and be sensitive to cultural security.
- d. Members are responsible for ensuring that any problems with mutual comprehension due to mitigating factors including linguistic, cultural or other differences or any other reasons are addressed at an early stage.
- e. Members are responsible for ensuring that the use of an interpreter is to be clarified with careful consideration of confidentiality prior to membership commencing.

3.4 Member Responsibilities

- a. Members are responsible for working in ways that respect and promote the Party's ability as a collective whole to make decisions in accordance with the Party's own beliefs, values and context.

3.5 Confidentiality

Confidentiality is a means of providing members with safety and privacy, and is a means to protecting membership autonomy.

- a. Members are to be cognisant of additional specific limitations place on confidentiality including restricted access to sensitive membership data.
- b. Any and all members working in these areas must identify the potential impact on confidentiality limitations prior to any decision-making as to whether or not to work in such membership-sensitive areas.
- c. Confidentiality agreements will continue after the death or permanent impairment of a member unless there are overriding legal or ethical considerations.

3.6 Exceptional circumstances

- a. Members are to be cognisant of exceptional circumstances that may arise providing strong grounds for believing that serious harm may occur to other members.
- b. If such circumstances are identified, Member consent to change a confidentiality agreement should be sought whenever possible in the first instance, unless there are similar grounds for believing the Member is no longer willing or able to take individual responsibility for their actions.
- c. Any disclosure of confidential information should be restricted to relevant information management and data protection legislation, and conveyed only through reasoned process to those persons or organisations with appropriate personnel to alleviate the exceptional circumstances.

3.7 Membership information, data and records management

- a. For the purposes of statistical compilation, efforts are to be made to ensure that de-identified records are kept separately from any formal membership registrar.
- b. Routine de-identification of membership data is to be used in any monthly and annual Executive reporting requirements.
- c. Members are to ensure that there is no misuse of confidential information that could damage members or organisational confidentiality, integrity and credibility.
- d. Members should be made aware that any third-party access will conform to legislative requirements.
- e. Members must be aware that all records are subject to statutory regulations, and all have a responsibility to be aware of any tier of government changes that may introduce new regulations or legislation concerning right of access to Party-related data.
- f. Members must take care to ensure that personally identifiable information is not transmitted through overlapping networks of confidential relationships.
- g. Secure arrangements must be made for the safe retention, storage or disposal of all member records.

4. MEMBER COMPETENCIES

- a. Members are not to engage in unlawful activities.
- b. Members are responsible for ensuring that any Party relationships are not unduly influenced by their own needs.
- c. When uncertain as to whether a particular situation or course of action may be in violation of the Code of Ethics, Code of Practice or Code of Conduct, Members must consult with the Executive.

- d. Any staff employed by the Party are to be committed to the Code of Conduct, Code of Ethics and Code of Practice and recognise that procedures including termination may be implemented for breaches.

AUTHORITIES:

Australian Government

Fair Work Act 2009
Sex Discrimination Act 1984
Equal Employment Opportunity Act 1987
Australian Human Rights Commission Act 1986
Information Act 2006
Disability Services Act 2004
Criminal Code Act 2006
Family Law Act 1975
Australian Electoral Commission

Northern Territory Government

Anti-Discrimination Act 2012
Work, Health and Safety Act 2011
Northern Territory Electoral Commission

Related Documents

1 Territory Constitution
1 Territory Platform and Philosophy
1 Territory Policies

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