



NORTH EASTERN HORSE & PONY CLUB NEHPC CODE OF CONDUCT – COMMITTEE MEMBERS

Purpose

The purpose of this document is to set out the standards of behaviour expected of Committee Members. In agreeing to be part of the Committee, each member must also agree to always adhere to these codes.

Committee members must:

- Respect the rights and dignity of every person regardless of gender, race, ethnicity, or sexual orientation and ensure that the club promotes a safe and inclusive environment.
- Keep comments to matters before the committee.
- Attend meetings and be punctual.
- Undertake review of documents prior to meetings, within timeframes requested.
- Act in the best interests of the Club, and not bring the Club into disrepute.
- Exercise appropriate care and due diligence.
- Not make false statements or falsify records.
- Act appropriately to not gain advantage for themselves or others.
- Not make offensive statements or comments or behave improperly.
- Ensure as the Chairperson that all opinions are heard equally and respectfully.
- Declare any potential conflicts of interest and stand aside from discussions and voting on such matters deemed to be a conflict of interest.
- Keep all matters in confidence and not disclose any matters of sensitive business to the public, members of staff or other associates of the Club.
- Be impartial, consistent, and transparent in conduct and decision-making and accept responsibility for actions.
- Always protect the integrity of the club by ensuring that the behaviour and conduct of every person is consistent with the laws of Pony Club Victoria.
- Always promotes the safety and wellbeing of members by ensuring that appropriate safeguarding measures and policies are in place, easily accessible and understood by every person, and reviewed regularly.
- Ensure that all riders, coaches, parents and volunteers place wellbeing and enjoyment ahead of performance and outcomes.
- Create pathways that support riders to improve their skill development.
- At all times act as a role model for others, displaying high standards of good behavior. Never engage in inappropriate conduct including the use of offensive language, drinking or smoking, whilst in an official capacity.
- Ensure that all members are made aware of their rights and responsibilities under the appropriate legislation including Member Protection Policy, Code of Conduct, Child Safe Policy and Anti-discrimination Policy, and know the process by which to refer a complaint or breach.