

## Code of Conduct

The Access Housing Advisory Committee of Tenants (ACT) is underpinned by a Code of Conduct. The Code of Conduct outlines expectations of how ACT members should behave in meetings and towards each other. All ACT members must agree to, and abide by, the ACT Code of Conduct.

### 1. RESPECT

- 1.1. Come to meetings on time.
- 1.2. Listen to each other without interrupting.
- 1.3. Respect each other's personal boundaries.
- 1.4. Members will not dominate conversation. Each member has equal voice with equal weight.
- 1.5. Act constructively and respectfully when discussing ACT activities outside of ACT meetings.
- 1.6. Use respectful language and behaviour. Sexist, racist, homophobic, aggressive and hostile behaviour will not be tolerated.
- 1.7. Keep previous differences and preconceptions out of the ACT.

### 2. CONFIDENTIALITY

- 2.1. Keep personal stories, unless relevant, private.
- 2.2. Do not share private information about other tenants within the ACT unless given consent to do so.
- 2.3. Keep the discussion of sensitive matters confidential to the ACT when requested by the Chairperson and/or Access Housing staff.

### 3. REPRESENTATION

- 3.1. Members acknowledge it is important to have a range of different views and people from different backgrounds and cultures represented on the ACT. However, just being from a particular background, culture or having a physical or mental health experience does not make any individual representative of all the views that might be held in our tenant community.
- 3.2. All ACT members must positively represent the ACT to other Access Housing tenants.

### 4. BEST PRACTICE

- 4.1. Stay focused, on topic and keep to the agenda.
- 4.2. Work collaboratively and constructively using a solution focussed approach to tackle issues in a positive manner.
- 4.3. Come prepared to meetings, having read any preparatory material or undertaken agreed actions.
- 4.4. Be open to considering all perspectives.

### 5. INTEGRITY

- 5.1. ACT members will act selflessly on behalf of the broader Access Housing tenant group.
- 5.2. ACT members should not act to gain financial or other material benefits for themselves, their family or their friends.
- 5.3. ACT members will make decisions impartially, fairly and using the best evidence without discrimination or bias.