

International Association for Community Development

MEMBER CODE OF CONDUCT

The International Association for Community Development (IACD) is a Scottish Charitable Incorporated Organisation registered with the Office of the Scottish Charity Regulator. IACD is regulated in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005.

ORGANISATIONAL PURPOSE

The organisation's purposes are:

1. To advance the education of the public through the promotion of community development, community capacity building, and other charitable purposes that benefit community development.
2. To represent to international bodies, governments, business, and nongovernmental organizations the importance of community development.
3. To research, publish, and disseminate information relating to community development.
4. To organise international meetings, conferences, trainings, and exchanges in the field of community development.

All members of IACD are required to abide by the fundamental purposes, values, and principles that underpin all activities of this organisation. IACD defines community development as:

*'a practice based profession and an academic discipline that promotes participative democracy, sustainable development, rights, economic opportunity, equality and social justice, through the organisation, education and empowerment of people within their communities, whether these be of locality, identity Foreword or interest, in urban and rural settings.'*¹

The purpose of this Code of Conduct² is to assist you as a member of IACD to understand and reflect on your role and responsibilities within the organisation, and how you can contribute effectively to our collective impact. It sets out the conduct expected of all members³ of the IACD. The foundation of the Code of Conduct is that members uphold an obligation to professionalism and commitment to IACD's purposes, values, and principles. This relies on generally accepted standards of behaviour and communication, sharing of knowledge and experience, and integrity by all IACD members.

IACD is committed to providing an environment of cooperation and collaboration among its members as is reflected in the IACD Constitution as endorsed by the IACD membership in 2021.

The Code of Conduct has been developed in accordance and alignment with:

- the stated values of the organisation in line with those of the discipline and profession of community development, and
- the nine key principles of standards in public life.

¹ <https://www.iacdglobal.org/wp-content/uploads/2020/07/IACD-Strategic-Plan-2020-2024-English.pdf>

² Resources used to create this Code of Conduct: [Model Code of Conduct for Members of Devolved Public Bodies \(oscr.org.uk\)](https://www.oscr.org.uk/)

³ All categories of membership and those serving as Trustees on the Board of IACD.

All members of the IACD are expected to adhere to the purpose and values of the organisation as described above, as well as Principles of Standards in Public Life⁴.

ORGANISATIONAL VALUES

IACD recognises that the discipline of community development is based on values led practice. IACD promotes and works to the following values⁵:

1. **Participative democracy** – working to ensure the active participation of people and communities in planning and decision-making processes on all matters that effect their lives.
1. **Sustainable development and climate justice** – working to ensure fair, just, and equitable social, economic, and environmental development based on climate justice, respect for biodiversity, the protection of our natural environment, and all life on earth.
2. **Equality and human rights** – promoting and respecting the equal worth, dignity and diversity of all people and working to ensure their equitable access to resources, services, and opportunities. Ensuring that fundamental and internationally recognised human rights are respected, promoted, and protected.
3. **Social and economic justice** – promoting a just society through collective action that challenges injustice, poverty, inequality, discrimination and social exclusion through policies and procedures that lead to the fair and equitable distribution of resources, sustainable production and democratically controlled decision making.
4. **Empowerment** – working collectively with people in ways that value lived experience, build on existing strengths, and support the development of awareness, understanding, knowledge and skills, contributing to greater participation, collective action, and community resilience.

As a member of IACD, I understand and will work in accordance with the community development values of the organisation.

NINE PRINCIPLES OF STANDARDS IN PUBLIC LIFE

The principles are listed below and set out how the Code of Conduct should be interpreted and applied in practice.

1. **Duty** - I have a duty to act in the interests of IACD of which I am a member and in accordance with the core functions and duties of the organisation. I will act within the governing Constitution of IACD and abide by the policies and procedures of the organisation. When acting, speaking, or writing on behalf of IACD, or in my capacity as a member of IACD, I have a duty to be aware of and act in accordance with local, national, and international legal code, statutes, and common law, including those related to non-profit and charity regulations.
2. **Selflessness** - I have a duty to ensure that actions I take as a member of IACD are solely in terms of public interest. I will not act to influence my own financial gain, or in other material benefit for myself, family, or friends. I will not personally gain materially or financially from my membership, unless specifically authorised to do so, nor will I permit others to do so because of my actions or negligence.
3. **Integrity and honesty** - When dealing with IACD colleagues, including fellow IACD members, Trustees, and staff, or acting on behalf of IACD, I will act with integrity. IACD values underline our understanding of organisational and professional integrity. I will maintain professional integrity

⁴ <https://www.good-governance.org.uk/publications/insights/the-nolan-principles>

⁵ <https://www.iacdglobal.org/wp-content/uploads/2020/07/IACD-Strategic-Plan-2020-2024-English.pdf>

when participating within or on behalf of IACD. I will act with honesty in my relationship, membership, and actions with IACD. I understand that in acting with honesty, I must declare any private interests relating to my membership of IACD and take steps to resolve any conflicts arising in a way that protects the public interest.

4. **Objectivity** - I understand that I must act in a way that is consistent with the functions of IACD when carrying out any actions on behalf of or in the name of the organisation. This includes but is not limited to making appointments, awarding contracts, or recommending individuals for rewards and benefits.
5. **Accountability** - We have a shared responsibility to ensure that everything IACD does will be able to stand the test of scrutiny by the Office of the Scottish Charity Regulator, funders, members, other stakeholders, and the courts. I understand that I am accountable for my actions as a member.
6. **Openness and Transparency** - IACD strives to maintain an atmosphere of openness throughout the organisation to promote confidence of the public, members, stakeholders, staff, OSCR and funders. I understand I have a duty to be as open as possible about my actions, giving reasons for my decisions and restricting information only when the wider public interest clearly demands.
7. **Leadership** - I understand I have a duty to support IACD values and principles. I will demonstrate those values and principles through example, and to maintain the public's trust and confidence in the integrity of IACD and its members. I take on membership of IACD with intent to ensure the reputation of the organisation in public business.
8. **Respect** - I will treat with courtesy and respect fellow IACD members, trustees, staff and any consultant or professional hire affiliated with the organisation, recognising the role each individual plays in IACD and modelling the purpose, values, and principles of IACD. I will illustrate this behaviour in all IACD related interactions, including behaviour in person, in writing, at meetings, when I am online, and when I am using social media.

I will not discriminate on the basis of difference, including race, age, sex, sexual orientation, gender expression, gender reassignment, dis/ability, neuro difference, religion, belief, marital status, pregnancy, or maternity. I will advance equality of opportunity and inclusion for all and seek to foster good relations between different people. I will not engage in any conduct that could amount to bullying⁶ or harassment⁷ (which includes sexual harassment). I accept that such conduct is completely unacceptable and constitutes a breach of this Code of Conduct.

I accept that disrespect, bullying and harassment can be identified in:

- a) a one-off incident,
- b) part of a cumulative course of conduct; and/or
- c) a pattern of behaviour.

I understand that how, and in what context, I exhibit certain behaviours can be as important as what I communicate. Disrespect, bullying and harassment can occur in a range of physical, verbal, and non-verbal conduct.

I accept that it is my responsibility to understand what constitutes bullying and harassment and I will ensure that my knowledge and understanding is up to date.

⁶ "Bullying" is inappropriate and unwelcome behaviour which is offensive and intimidating, and which makes an individual or group feel undermined, humiliated, or insulted.

⁷ "Harassment" is any unwelcome behaviour or conduct which makes someone feel offended, humiliated, intimidated, frightened and / or uncomfortable. Harassment can be experienced directly or indirectly and can occur as an isolated incident or as a course of persistent behaviour.

9. Protecting the organisation's reputation

I will support the fundamental purposes, values, and principles of IACD in my public IACD activities and actions. I will not make official public comments on behalf of the organisation unless authorised to do so. I will respect organisational, board, and individual confidentiality.

GUIDELINES FOR BEHAVIOURS

Based on the purpose, values, and principles defined above, the following sections of the Code of Conduct outline specific expectations of IACD members and sanctions that may result from breaches of the Code including termination of membership.

Behaviour at General Meetings

I accept my responsibility to ensure that IACD is well run. I will raise issues and questions in an appropriate and sensitive way to ensure that this is the case.

I will abide by board governance procedures and practices.

I will strive to attend all annual general meetings, having read information sent to me in good time prior to the meeting and be prepared to debate and vote on agenda items during the meeting.

I will give apologies ahead of time to the chair if unable to attend.

I will honour the authority of the chair and respect their role as meeting leader.

I will engage in debate and voting in meetings according to procedure, maintaining a respectful attitude toward the opinions of others while making my own contributions.

I will respect and comply with rulings from the Chair during meetings of:

- a) IACD, its committees; and
- b) any outside organisations that I have been appointed or nominated to by IACD.

I will respect the principle of collective decision-making and corporate responsibility. I will accept a majority vote on an issue as decisive and final. I will support and abide by that decision, even if I did not agree with it or vote for it.

Behaviours Supporting Good Governance

I will support the trustees in their role of ensuring the leadership and governance of the organisation. This means that once the Board of Trustees has made a decision, I will accept that decision on an issue as decisive.

I will maintain confidentiality regarding the content of meetings unless authorised by the chair or board to speak of it.

Except where it is written into my role as a trustee, and / or at the invitation of the Executive Officers group, I will not become involved in operational management of IACD. I acknowledge and understand that operational management is the responsibility of the Executive Committee.

I will not undermine any individual employee or group of employees, or raise concerns about their performance, conduct, or capability in public. I will raise any concerns I have on such matters in private with the officer bearers on the board of trustees as appropriate.

I will not take, or seek to take, unfair advantage of my position in my dealings with employees or trustees or other members of IACD or bring any undue influence to bear on them to take a certain action.

I will not ask or direct employees to do something which I know, or should reasonably know, could compromise them, or prevent them from undertaking their duties properly and appropriately.

Termination of Membership

I understand that a breach of any part of this Code of Conduct may result in termination of my membership.

Potential breaches of this Code of Conduct will be examined by a Panel of 3 members of the Executive Officers and a report made to the Executive Committee. Should procedures be put in motion that may result in my being asked to resign as a member, I will be given the opportunity to be heard by the Panel of Executive Officers.

I understand that the Board of Trustees has the authority to temporarily suspend my membership during any investigation into a breach of this Code of Conduct.

If a breach of any part of this Code of Conduct occurs, I understand that the following sanctions may be applied:

- a) I may receive a formal written notice of censure from the Board of Trustees,
- b) I may be asked to resign as a member. In this event, I will accept the majority decision of the Board of Trustees and resign.
- c) I understand that should I fail to resign, the Board of Trustees has the authority to disqualify me from membership⁸ of the organisation, for a period of up to 5 years. If I reapply to become a member after that period, I must declare the disqualification on my membership application form. Failure to do so will result in automatic renewal of the disqualification.

Should I choose to resign as a member other than being asked to do so, I will inform the chair in advance in writing, stating my reasons for resigning. I may be offered an opportunity to participate in an exit interview at no expense to me.

⁸ Regardless of the category of membership