



Title	Code of Conduct for Elected Members, Local Authorities and Council Committee Members	
Policy No	52	
Adopted by	Council	
Next Review Date	September 2029	
Responsibility	Governance and Compliance Coordinator	

POLICY

This Code of Conduct is to provide Elected Members and Local Authority members and Council Committee Members with guidelines for an acceptable standard of professional conduct.

The Local Government Act 2019 requires Councils to have a code of Conduct. Section 77 – Obligations to have a code of conduct.

- 1. A council must have a code of conduct
- 2. The code of conduct must govern the conduct of members of the council, members of local boards, and members of council committees
- 3. A council's code of conduct must be accessible on its website

The Code addresses in a concise manner the ethical responsibilities of Elected Members, and Local Authority members and encourages a high level of accountability and transparency in Local Government.

The provisions of the Northern Territory Local Government Act and regulations apply to all Elected Members and Local Authority members in the Tiwi Islands Regional Council (TIRC). These provisions are legally enforceable. The Code, whilst having no legislative force, aims to be complementary to the provisions of the Tiwi Islands Regional Council and regulations.

The Code provides a guide and a basis of expectations for Elected Members and Local Authority members and encourages a commitment to ethical and professional behaviour of all Elected Members and Local Authority members. All Elected Members and Local Authority members are urged to read the Code and retain a copy as a personal reference source.

All new Elected Members and Local Authority members receive a copy of this Code and sign to declare their acceptance and understanding

Code of Conduct – Elected Members, Local Authorities and Council Committee Members – Core Provisions

This Code of Conduct sets the standards of behaviour expected of Elected Members, Local Authority members and Council Committee members of the Tiwi Islands Regional Council. It is adopted in accordance with section 77 of the Local Government Act 2019 (NT).

Code of Conduct for Elected Members, Local Authorities and Council Committee Members



1. Honesty and Integrity

Members must act honestly and with integrity in performing their official duties. This includes avoiding misleading statements, ensuring transparency in decisions, and setting a positive example for the community.

2. Care and Diligence

Members must exercise reasonable care and diligence, seek relevant information, and make decisions that are well-informed and responsible.

3. Courtesy and Respect

Members must act with courtesy and respect towards fellow members, council staff, contractors and the community, both in person and online.

4. Conduct towards council staff

Members must not direct, reprimand or interfere in the management of council staff, and must treat all staff with respect and professionalism.

5. Inclusion, Diversity and Cultural Respect

Members must respect cultural diversity and must not discriminate on the basis of race, gender, sexual orientation, religion, political affiliation, disability, age, marital or parental status, or medical history.

6. Conflict of interest

- 6.1 Members must avoid any conflict of interest, whether actual or perceived, when undertaking official functions and responsibilities.
- 6.2 If a conflict of interest exists, the member must comply with any statutory obligations of disclosure.

7. Confidentiality

- 7.1 Members must respect the confidentiality of information obtained in confidence in the member's official capacity.
- 7.2 Members must not use confidential information obtained in an official capacity to gain a private benefit or to cause harm to another.

Code of Conduct for Elected Members, Local Authorities and Council Committee Members



8. Gifts, Bribery and Corruption

- 8.1 Members must not solicit, encourage or accept gifts or private benefits from any person who might have an interest in obtaining a benefit from the council.
- 8.2 Members must not accept a gift from a person that is given in relation to the person's interest in obtaining a benefit from the council.
- 8.3 Offering or accepting bribes or undue advantage, directly or indirectly, is strictly prohibited.

9. Accountability

Members must account for their use of Council resources, their decisions and their performance, and remain open to community scrutiny.

10. Public Interest Paramount

- 10.1 Members must act in what the member genuinely believes to be the best interests of the municipality, region or shire.
- 10.2In particular, members must seek to ensure that the member's decisions and actions are based on an honest, reasonable and properly informed judgment about what best advances the best interests of the municipality, region or shire.

11 Training and Development

Members must participate in mandatory governance, ethics and cultural awareness training, as well as refreshers required by Council.

12 Bullying, Harassment and Discrimination

Members must participate in mandatory governance, ethics and cultural awareness training, as well as refreshers required by Council.

13 Whistleblower Protections

Members and staff are encouraged to report misconduct or unethical behaviour without fear of reprisal. Reports will be managed in line with Council's whistleblower policy and relevant legislation.

14 Mandatory Reporting Obligations

Members must report suspected corrupt conduct, serious misconduct or anti-democratic conduct under the Independent Commissioner Against Corruption Act 2017 (NT).

Code of Conduct for Elected Members, Local Authorities and Council Committee Members



15 Protecting Council's Reputation

Members must uphold the reputation of Council, including in public forums and on social media. Conduct outside formal duties must not bring Council into disrepute.

16 Breaches and Disciplinary Processes

Failure to comply with this Code may result in disciplinary action. Breaches may be referred to:

- The Council, for minor breaches;
- ➤ The Local Government Disciplinary Committee, for investigation and possible sanctions under the Local Government Act 2019;
- > The Independent Commissioner Against Corruption, for suspected corrupt conduct.

Possible sanctions include censure, suspension, requirement to undertake further training, or in serious cases, removal from office as provided by law.

Availability of the Code

The availability of this Code should be promoted to the local community, published on the Council website and displayed in a prominent position at the offices of the Council.

Adoption of the Code

Declaration:

The Code of Conduct – elected members, local authorities and council committee should be signed by each party to demonstrate their commitment and understanding of the expectations for those roles.

Document History

Version	Decision Number	Adoption Date	History
1	Resolution 9	22 January 2020	Adapted from Policy no.31 Code of
			Conduct (Document ID) 216659
2	Resolution SCM/22	15 September 2025	Full review against the Local Government
			Act 2019 (NT) and Policy no.62 Code of
			Conduct (Staff)