

COMMUNITY ADVISORY COMMITTEE CODE OF CONDUCT

CAC members are obliged to comply with the following Code of Conduct provisions in relation to the performance of their functions. At all times, CAC members must:

1. Uphold the values and good reputation of the Trust.
2. Use their position on the CAC for a proper purpose and in the best interests of the Trust.
3. Act with honesty and integrity in relation to Trust activities.
4. Work diligently and constructively towards positive outcomes in relation to proposed Trust activities.
5. Treat all members with respect and courtesy and not engage in activities that may be perceived as harassment of Trust staff or other members.
6. Ensure the accuracy of all information shared regarding the Trust.
7. Not make public statements to the media.
8. Be responsible not to disclose information that is sensitive or commercial-in-confidence.
9. Not make improper use of inside information or status, power or authority in order to gain (or seek to gain) a benefit or advantage for themselves or anyone else.
10. Disclose any conflict of interest (real or apparent) in relation to Trust activities.

Non-Public Information

In consulting with the CAC, much information that is commercial-in-confidence, preliminary or not yet public may be communicated. This information shall not be disclosed or published by members of the CAC.

Conflicts of Interest

A conflict of interest occurs when a CAC member's personal affairs may be in conflict, or perceived to be in conflict with their responsibilities as a CAC member of the Trust.

CAC members must:

- take reasonable steps to avoid any real or apparent conflict of interest; and
- disclose any real or apparent (perceived) conflict of interest.

When a CAC member declares a potential conflict of interest, the Trust will determine the action to be taken.

Breach of the Code of Conduct

When a potential breach of the Code of Conduct arises, the Trust will:

1. Inform the member of the issue and possible outcomes
2. Investigate the claim and talk directly with the member for their input
3. Decide what actions, if any, will be taken.

Sanctions that can be imposed by the Board for a breach of the CAC Code of Conduct are:

- Reprimand
- Termination of membership on the Community Advisory Committee.