



ACFID Code of Conduct Meeting

This is a summary of the CCC meeting held in Sydney on 16 August 2019.

The CCC meets four times each year. Communiqués of each meeting are produced so that ACFID's members can read and understand the work of the CCC. The next meeting will be held in Melbourne on 8 November 2019.

Compliance Assessment Workshop

The Committee engaged in an 'assessors workshop' delivered by the Code Secretariat, which enabled the CCC members to consider the different ways members self-assess their compliance with indicator 1.1.1 - Members demonstrate an organisational commitment to human rights. The session produced lively discussion about how compliance could be assessed, looking at the minimum standards that could be acceptable, along with the need for a consistent approach. The CCC have formed a small working group to take forward the outcomes of the discussion with the Code Secretariat.

Prevention of Sexual Exploitation and Abuse - alignment and good practice indicators

The Committee considered the alignment of proposed changes to the Quality Assurance Framework (QAF) in relation to prevention of sexual exploitation and abuse with DFAT requirements, which have been finalised upon the release of the accompanying risk assessment guidance in early July. The Committee concluded that no further changes were to be made, with the existing QAF changes to take effect for members on 31 December 2019. They noted that the 2 exceptions to complete alignment are minimum standards 6 and 7 of DFAT's policy, but further noted that these are to be applied in high and very high risk settings respectively, and should not be addressed as mandatory requirements for all members in ACFID's Code.

The Committee further considered some new Good Practice Indicators to strengthen members' approach to the prevention of sexual exploitation and abuse. Good Practice Indicators are not a compliance requirement, rather they are intended to articulate good practice that goes above and beyond what is required for Code compliance. The Committee chose to include some new GPIs which will provide a pathway for members to strengthen and improve practice over time. These will be added to the Good Practice Toolkit.

New membership applications

The CCC approved 3 organisations for Code Signatory Status and recommended them for full interim membership at the next meeting of ACFID's Board.

Complaints

The Committee considered and dismissed a complaint against an ACFID member. The Committee's decision will be communicated back to all parties. The Committee discussed an annual report of all complaints received in 2018/2019, incorporating a change at the Committee's request to note and count all complaints received, irrespective of whether they meet the threshold for escalation to the Committee. This means complaints recorded will be higher, but the outcomes clearly noted and explained in ACFID's annual report.

CCC Governance

The CCC undertakes an annual review of its own performance, and the mechanism for this review is a questionnaire that is distributed to CCC members and Code Secretariat in December. The CCC undertook a review of the questions and agreed on a new questionnaire to make the annual review more relevant and meaningful to the current operations of the CCC.

In 2018 the CCC took a decision to separate out the Committee's Terms of Reference from its current document, which captures both Terms of Reference and Operating Guidelines to create a simpler and more streamlined document. The Committee considered an initial first draft of what an updated Committee TOR could look like. This will be progressed, and any changes made to the ToR will be forwarded to the ACFID Board for approval.

CCC Membership

The Committee formally noted the valuable contribution Donna McSkimming has made to the CCC during her time on the Committee. With Donna's departure, a casual vacancy will be opened to previous candidates. Two other terms are coming up for election this year. The Committee considered the appointment of a new Accounting Specialist position to replace outgoing member Michelle Pearce in 2020.

Information about the Code of Conduct Committee including Committee members and the Terms of reference can be found on the [ACFID Website](#).

For more information about the Code of Conduct Committee, contact ACFID Standards and Code Lead Sophie Seck on (02) 8123 2222 or sseck@acfid.asn.au