

KEEP  
NEW ZEALAND  
BEAUTIFUL



# Code of Conduct

**“Educate, inspire and empower a nation  
to Keep New Zealand Beautiful.”**

Welcome to the Keep New Zealand Beautiful Society (Incorporated). You've joined a Society committed to fostering dialogue, co-operation, collaboration and friendship between many of the best informed people with expertise in a wide range of subjects regarding the environment and sustainability of our beautiful country.

The way in which you as a Society Member conduct yourself is important, both during Society

events, and in your everyday deeds as a representative of the Society.

The purpose of this Code of Conduct is to inform you about the minimum standards of integrity and conduct expected of you as a Society Member and what may occur if the Society considers that you have disregarded the Code.

**[WWW.KNZB.ORG.NZ](http://WWW.KNZB.ORG.NZ)**

## Objectives of the Society

1. To promote and encourage initiatives throughout New Zealand aimed at ensuring a clean, safe and beautiful environment in both urban and rural areas, through the promotion of community responsibility, personal pride, environmental care and beautification.

To promote long-term litter abatement by means of education, publicity, law advocacy and other appropriate means via programmes aimed at:

- Encouraging citizens to care for the local and national environment through participation in local programmes, and through the promotion of clean and beautiful urban and rural landscapes;
- Changing the attitudes and behaviour of New Zealanders and visitors to New Zealand, so that littering becomes a socially unacceptable practice;
- Encouraging a responsible community attitude towards resource management;
- Co-operating with government, local authorities, industry, commerce, educational institutions and the wider New Zealand community with the aim of achieving a unified effort to carry out the Objectives of the Society; and
- Examining and encouraging appropriate legislation and by-laws to improve environmental care, litter abatement and related issues, and advising government and local bodies on the effect of existing or proposed legislation and by-laws.

2. To raise and receive money in such ways as the Society may deem fit for the purpose of administering the Society and carrying out the Objectives of the Society.
3. To offer and award any prize, medal, certificate or grant for any research, literary contributions, articles, essays or projects or any other effort or promotion in furthering the aims and Objectives of the Society.

## Statement of Principles

### What the Society expects of every member

1. Members should uphold and observe the Objectives of the Society.
2. Members should relate to other members with honesty, respect and integrity.
3. Members should consider the rights and views of others.
4. Members should show discretion and exercise due consideration in taking advantage of any professional or commercial opportunities that may be created or facilitated by Society membership.
5. Members should be aware that privileges and opportunities made available to the Society may not be applicable or available to individual members.
6. Members should not bring the Society into disrepute through individual actions or conduct.
7. Members should observe and respect the principles of the Treaty of Waitangi.

## Unsatisfactory Conduct and Complaints

It is the Society's intention that all unsatisfactory conduct with respect to the Code of Conduct will be dealt with fairly, properly, consistently and openly.

Unsatisfactory Conduct includes a clear or obvious breach of any of the seven Principles. Complaints must be forwarded to the Board of Management of the Society ("the Board") in writing and be supported by any available evidence.

### Procedure

The Board will investigate all breaches. Should the Board decide to proceed with the complaint, the investigation will include discussion with the member concerned, full disclosure of the complaint and the opportunity to respond to all points in the complaint. After these responses have been collected the Board will confer and decide whether to dismiss or uphold the complaint.

If unsatisfactory conduct by a member has been established, the Board will advise the member concerned. The member may then consent to the decision or request further investigation. A meeting will carry out this further investigation consisting of:

- A Code of Conduct Committee comprising two Board members and an independent chair (who does not necessarily need to be a member of the Society and preferably should have a legal background) appointed by the Board;
- the member who is the subject of the complaint; and
- the complainant.

The Code of Conduct Committee will then make a final decision and the parties will be informed. Where unsatisfactory conduct has been established, the Code of Conduct Committee can proceed with one or a combination of the

following at its sole discretion, depending on the type of misconduct and the history of the member:

- A written warning and explanation of the misconduct. Recommended for a first Unsatisfactory Conduct.
- Public notification of and apology for the misconduct. Recommended as appropriate.
- Expulsion from the Society and loss of membership. Recommended for second Unsatisfactory Conduct, or for any sufficiently egregious Unsatisfactory Conduct pursuant to clause 6(j) of the Constitution.
- Revocation of life membership in the case of a Life Member. Recommended for second Unsatisfactory Conduct, or for any sufficiently egregious Unsatisfactory Conduct pursuant to clause 6(j) of the Constitution.

### Appeal Process

Any member so sanctioned, expelled, or revoked shall have the right to appeal to the Society for the purpose of explaining their conduct and, if appropriate, having such sanction or expulsion overturned or suspended. In any such appeal an Appeal Committee will be formed by the Board to hear any such appeal. The Appeal Committee's decision shall be final. **Any appeal must be made within 90 days of the sanction/expulsion.**

The Appeal Committee will comprise two Board members (neither of whom would have served on the Code of Conduct Committee that originally established the member's Unsatisfactory Conduct) and an independent chair (who also would not have served on the original Code of Conduct Committee, does not necessarily need to be a member of the Society and preferably should have a legal background) appointed by the Board.