

National Integrity Framework

PIPE BANDS AUSTRALIA

Version 1 August 2026

	Name	Position	Date
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Through	National Management Committee		13-07-2026
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Version Controls

	Published	Amendments	Responsible Party
Version 1	<i>Draft only</i>	<i>Not applicable</i>	Ainsley Hart
Version 2	01-08-2026	Post council feedback amendments.	Joel Solak

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1. Purpose

This Framework establishes the principles, structure and governance for integrity across Pipe Bands Australia (PBA). It aligns with Sport Integrity Australia guidance and ensures policies and procedures are consistent, ethical, efficient and safe across national and branch levels.

2. Scope

This Framework applies to all integrity-related policies and procedures adopted by PBA, including those applicable to Members, Officials, Adjudicators, Volunteers, Contractors, Branches and any person or organisation participating in PBA Activities.

3. Framework Hierarchy

The Pipe Bands Australia National Integrity Framework (PBANIF) establishes the hierarchy of integrity-related instruments adopted by Pipe Bands Australia.

A document lower in the hierarchy must not be inconsistent with a document higher in the hierarchy. Where two instruments conflict, the higher-ranking instrument prevails to the extent of the inconsistency.

3.1 Legislation

Legislation includes all applicable Commonwealth, State and Territory laws, regulations, statutory instruments and lawful directions relevant to Pipe Bands Australia activities.

This includes, but is not limited to, legislation relating to child protection, anti-discrimination, privacy, work health and safety, incorporated associations, online safety and records management.

Pipe Bands Australia is incorporated in Victoria and is subject to the Associations Incorporation Reform Act 2012 (Vic). This Act establishes governance, reporting, dispute resolution and compliance obligations that underpin the Association's Rules, Regulations, By-Laws and policies.

3.2 Rules of the Association

The Rules of the Association, together with any Regulations and By-Laws adopted under those Rules, establish the constitutional and operational framework of Pipe Bands Australia.

All policies, procedures, guidelines and local instruments adopted under this Framework must be consistent with the Rules of the Association.

3.3 Policies

Policies articulate the principles, standards and expectations that govern conduct, decision-making and organisational activities within Pipe Bands Australia.

Policies are mandatory, apply nationally and are approved by the relevant approval authority.

3.4 Procedures

Procedures prescribe the processes and actions required to implement a policy.

Procedures are mandatory and provide practical direction regarding how policy requirements are to be applied and administered.

3.5 Guidelines

Guidelines provide explanatory information, examples, recommended practices or additional context relating to a policy or procedure.

Guidelines are advisory in nature and do not create mandatory obligations unless expressly incorporated into a policy or procedure.

3.6 Branch and Band Instruments

Branch constitutions, by-laws, resolutions, operating procedures, codes, policies, practices and band-level instruments may be adopted to support local administration and governance.

Such instruments must not be inconsistent with legislation, the Rules of the Association, or any national policy or procedure adopted under this Framework.

Where an inconsistency exists, the national instrument prevails to the extent of the inconsistency.

Branch and band instruments must not be represented as national Pipe Bands Australia policies or procedures unless formally adopted under this Framework.

4. Definitions & Interpretation

Unless the contrary intention appears:

- words importing the singular include the plural and vice versa;
- words importing one gender include every gender;
- references to a person include an individual, band, organisation, body corporate, association, committee or other legal entity;
- references to legislation include any amendment, replacement or successor legislation;
- headings are included for convenience only and do not affect interpretation.

Statutory Precedence

Where a term used in this Framework is also defined under applicable Commonwealth, State or Territory legislation, the statutory definition prevails to the extent of any inconsistency, unless this Framework expressly provides otherwise.

Jurisdiction

Where obligations, definitions or requirements under this Framework vary between jurisdictions, the applicable law of the relevant State or Territory governs.

Framework Hierarchy

Where a term is defined differently in a subordinate policy, procedure or guideline, the definition in that document applies for the purposes of that document only, unless it conflicts with this Framework, in which case this Framework prevails.

Defined Terms

Term	Definition	Notes
Abuse	Any behaviour, action, omission, misuse of power or process that has caused, is causing, or is likely to cause physical, emotional, psychological, sexual, financial, cultural or other harm to a person.	<i>Includes conduct occurring in person or online.</i>
Activity	Any event, rehearsal, performance, competition, meeting, training, workshop, camp, administrative activity, fundraising function, social occasion, online engagement, or other undertaking organised, authorised, conducted, or reasonably represented as being under the auspices of Pipe Bands Australia.	<i>Framework-wide definition.</i>
Band	A band affiliated, registered or otherwise recognised by Pipe Bands Australia in accordance with the Rules of the Association.	
Bullying	Repeated unreasonable behaviour directed towards a person or group that creates a risk to health and safety, causes distress, or risks detriment to their wellbeing.	<i>Includes conduct occurring in person or online.</i>
Child / Young Person	A person under the age of 18 years.	<i>Consistent with Australian Child Protection frameworks. Where a statutory definition applies, that definition prevails.</i>
Child-Related Role	Any role in which a person has, or may reasonably be expected to have, contact with, authority over, supervision of, influence upon, or access to information relating to a Child or Young Person.	<i>Includes paid and voluntary roles.</i>
Complaint	An allegation, concern or report that a person, organisation or participant has breached a policy, rule, regulation or obligation adopted under the Pipe Bands Australia National Integrity Framework.	<i>Distinguished from a Dispute.</i>
Conflict of Interest	A situation where a person's personal, professional, financial, organisational, familial or other interests could improperly influence, or reasonably be perceived to influence, the performance of their duties or decision-making responsibilities.	<i>Includes actual, potential and perceived conflicts.</i>
Discrimination	Treating a person less favourably, or imposing unreasonable requirements or conditions, because of a Protected Characteristic.	<i>Where a statutory definition applies, that definition prevails.</i>
Dispute	A disagreement between two or more parties concerning the interpretation, application or operation of a rule, decision, process or activity where no allegation of misconduct has been made.	<i>Distinguished from a Complaint.</i>

Term	Definition	Notes
Guideline	A document that provides explanatory information, examples, recommendations or additional context relating to a policy or procedure.	<i>Advisory unless incorporated into a policy or procedure.</i>
Harassment	Unwelcome conduct that a reasonable person would consider offensive, intimidating, humiliating, threatening or likely to cause harm.	<i>Includes conduct occurring in person or online.</i>
Investigation	A formal process undertaken to assess, examine and determine the facts relating to a complaint, allegation, report or suspected breach of a policy, procedure, rule or obligation.	
Member	An individual, Band or other organisation registered, affiliated or recognised by Pipe Bands Australia in accordance with the Rules of the Association.	
Misconduct	Any behaviour, act, omission or pattern of conduct by a Relevant Person that is contrary to, or in breach of, a policy, procedure, rule or obligation adopted under the Pipe Bands Australia National Integrity Framework, or that is otherwise unbecoming of a participant in the sport, whether occurring in person or online.	Includes but is not limited to Abuse, Bullying, Harassment, Sexual Misconduct, Discrimination, Vilification and Victimisation. Serious or repeated Misconduct may constitute Gross Misconduct and attract more severe Sanctions.
Office Holder	Any person elected, appointed, delegated or otherwise authorised to perform a governance, representative, administrative, adjudicative, educational or leadership function on behalf of Pipe Bands Australia, including members of National Council, National Management Committee, Branch Executives, Colleges and Committees.	<i>Includes National, Branch and College appointments.</i>
PBA	Pipe Bands Australia	
Policy	A document approved by the relevant approval authority that establishes principles, obligations, standards or expectations applicable under this Framework.	<i>Mandatory.</i>
Procedure	A document approved by the relevant authority that prescribes actions, responsibilities and processes required to implement a policy.	<i>Mandatory.</i>
Protected Characteristic	A personal attribute protected under applicable anti-discrimination legislation.	<i>Includes age, disability, race, ethnicity, sex, intersex status, sexual orientation, gender identity, religion and any other protected attribute recognised by law. Statutory definitions prevail.</i>

Term	Definition	Notes
Relevant Organisation	Pipe Bands Australia, its Committees, Colleges, Branches, affiliated Bands, contractors, event organisers, service providers, and any organisation participating in, conducting or supporting a PBA Activity.	
Relevant Person	Any Member, Office Holder, volunteer, adjudicator, examiner, tutor, instructor, contractor, employee, participant, parent, guardian, chaperone, service provider, or any other person who participates in, attends, represents, administers or is otherwise connected to a PBA Activity.	<i>Framework-wide definition.</i>
Rules of the Association	The Constitution, Rules, Regulations and By-Laws of Pipe Bands Australia as amended from time to time.	<i>Governs the Association.</i>
Sanction	Any disciplinary outcome imposed following a determination that a policy breach has occurred.	<i>Includes education, warnings, suspension, removal from office, withdrawal of accreditation or termination of membership.</i>
Sexual Misconduct	Unwanted or unwelcome sexual behaviour that a reasonable person would expect to offend, humiliate or intimidate another person, and includes conduct that may constitute a sexual offence under applicable law.	<i>Where conduct may constitute a criminal offence, applicable law prevails.</i>
Victimisation	Subjecting, threatening to subject, or causing detriment to a person because they have made, intend to make, support, participate in, or provide information in relation to a complaint, report or lawful disclosure.	
Vilification	Public conduct that incites hatred, serious contempt, revulsion or severe ridicule towards a person or group because of a Protected Characteristic.	<i>Includes online conduct.</i>
Working With Children Check	A screening, clearance, registration, permit, notice or equivalent authority that permits a person to undertake child-related work or activities under applicable law.	<i>Requirements and terminology vary between jurisdictions. The applicable State or Territory requirement governs.</i>

Note: Where a definition in this table intersects with a term defined under Commonwealth, State or Territory legislation, the statutory definition prevails to the extent of any inconsistency. Definitions in this table apply solely for the purposes of the Pipe Bands Australia National Integrity Framework and its subordinate documents.

5. Authorities and Responsibilities

5.1 Authorities

Approval authority includes the establishment, amendment, review or rescission of policies, procedures and guidelines adopted under this Framework.

Subject to the Rules of the Association, Regulations and By-Laws, the following approval authorities apply:

- National Council is responsible for the approval of integrity policies and any substantive amendments to those policies.
- National Council may delegate authority to the National Management Committee to approve procedures, guidelines, administrative amendments and other non-substantive changes.
- The National President shall be the National Integrity Coordinator for the purposes of this Framework.
- The National Integrity Coordinator may approve administrative corrections, including formatting changes, typographical corrections, reference updates and other amendments that do not alter the intent or operation of a policy, procedure or guideline.
- Exceptions or departures from a policy, procedure or guideline adopted under this Framework may only be authorised by the relevant approval authority and only where consistent with the objectives of the Framework.

5.2 Responsible Officer(s)

The National Management Committee is the Responsible Officer for the administration, maintenance and review of the Pipe Bands Australia National Integrity Framework and any policy, procedure or guideline adopted under it unless otherwise specified.

The National Management Committee may delegate specific responsibilities to an individual member, subcommittee, branch, college or other suitably qualified person where appropriate.

Functions of the National Management Committee as Responsible Officer(s) include:

- Ensuring policies, procedures and guidelines are developed, maintained and reviewed in accordance with this framework;
- Ensuring requirements are communicated and education or training is provided where appropriate;
- Monitoring the effectiveness of policies, procedures and guidelines;
- Recommending amendments where required; and
- Reporting significant integrity issues, risks or trends to National Council

6 Supporting Procedures

The Pipe Bands Australia National Integrity Framework is supported by policies, procedures and guidelines adopted from time to time by the relevant approval authority.

6.1 Policies

Policies establish the principles, obligations, standards and expectations under the Framework.

Current policies adopted under this Framework include:

- Code of Conduct Policy
- Member Protection Policy
- Complaints, Disputes and Discipline Policy
- Safeguarding Children and Young People Policy
- National Communications and Online Conduct Policy

6.2 Procedures

Procedures prescribe the actions, responsibilities and processes required to implement a policy.

Procedures adopted under this Framework are mandatory and must be complied with by all persons and organisations to whom they apply.

Procedures may include, but are not limited to:

- Complaints Handling Procedure
- Child Safeguarding Reporting Procedure

6.3 Guidelines

Guidelines provide explanatory information, examples, recommended practices and additional context relating to a policy or procedure.

Guidelines are advisory in nature unless expressly incorporated into a policy or procedure.

Detailed Child Safe Practices may be set out in the Pipe Bands Australia Child Safe Practices Guide.

6.4 Adoption and Amendment

Policies, procedures and guidelines may be established, amended, replaced or rescinded by the relevant approval authority in accordance with this Framework.

The absence of a policy, procedure or guideline from this section does not affect its validity where it has been properly adopted by the relevant approval authority.

7 Review and Continuous Improvement

Pipe Bands Australia is committed to maintaining a contemporary, effective and nationally consistent integrity framework.

This Framework, together with any subordinate policies, procedures and guidelines adopted under it, will be reviewed periodically to:

- ensure compliance with legislative and regulatory obligations;
- reflect emerging best practice and community expectations;
- address identified integrity, safeguarding or governance risks;
- consider lessons learned from complaints, disputes, investigations and other relevant matters;
- support the ongoing safety, wellbeing and participation of members and participants; and
- ensure the continued effectiveness and relevance of the Framework.

Reviews may be undertaken by the National Management Committee or such other person, committee or working group as determined by National Council.

Nothing in this section prevents the amendment, replacement or rescission of a policy, procedure or guideline at any time in accordance with the approval authorities established under this Framework.

Approval

Approval Authority: **PBA National Council**

Responsible Officer: **National President**

Approval Date: **13 July 2026**

Effective Date: **1 August 2026**

Review: **First National Conference post effective date.**

The background of the entire page is composed of several overlapping, wavy, horizontal bands of different shades of blue. The colors range from a very light, almost white blue at the top to a dark, navy blue at the bottom. The waves are smooth and fluid, creating a sense of movement and depth.

PIPE BANDS AUSTRALIA

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