



Charities Commission Number: 1195980

Trustees Code of Conduct

1. GENERAL

I will support the aims of Friends of Hell Wath (FOHW) as set out in the FOHW Constitution document, championing them and using any skills or knowledge I have to further those aims and seeking expert advice where appropriate.

I will be an active member of FOHW, making my skills, experience and knowledge available to the rest of the group and seeking to do what additional work I can outside meetings, including sitting on sub-groups and running or attending events.

I will endeavour to work considerately and respectfully with all those I come into contact with through FOHW. I will respect diversity, listen to different opinions and strive to avoid giving offence.

I will strive to maintain positive relationships with members, supporters and volunteers of FOHW and partner organisations.

I will develop and maintain a sound and up to date knowledge of Hell Wath and of the FOHW environment. This will include an understanding of how FOHW operates, the social, political and economic environment and the nature and extent of FOHW work.

I will use FOHW's resources responsibly and when claiming expenses will do so in line with FOHW procedures as specified by the Treasurer.

I will seek to be accountable for my actions as a Trustee and will submit myself to whatever scrutiny is appropriate.

I accept my responsibility to ensure that FOHW is well run and will raise issues and questions in an appropriate and sensitive way to ensure that this is the case.

2. MANAGING INTERESTS

I will act in the best interests of FOHW as a whole, and not as a representative of any one group.

I will consider what is best for all users of Hell Wath and its present and future beneficiaries.

I will not put myself in a position where my personal interests conflict with my duty to act in the interests of the FOHW. Where there is a conflict of interest, I will declare this to the Trustees and ensure the matter is managed effectively in line with FOHW policy. I



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understand that a failure to declare a conflict of interest may be considered to be a breach of this code.

I will never knowingly bring FOHW into disrepute.

I will not gain materially or financially from my involvement with FOHW

3. MEETINGS

I will attend all appropriate meetings and other appointments/events on behalf of FOHW or give apologies if I cannot attend. If I cannot regularly attend meetings I will consider whether there are other ways I can engage with FOHW.

I will prepare fully for all meetings, events, appointments and work for FOHW. This will include reading papers, querying anything I do not understand, thinking through issues before meetings and completing any tasks assigned to me in the agreed time.

I will actively engage in discussion, debate and voting in meetings; contributing in a considered and constructive way, listening carefully, challenging sensitively and avoiding conflict.

I will participate in collective decision making, accept any decision of the Board of Trustee and will not act individually unless specifically authorised to do so.

4. GOVERNANCE

I will abide by the policies and procedures of the FOHW. This includes having a knowledge of the contents of the Constitution and all relevant policies and procedures.

I will actively contribute towards improving the governance of the Board of Trustees and share any ideas for improvement with the Board.

I recognise that the roles of Trustees, volunteers and general members of FOHW are different and I will seek to understand and respect the difference between these roles

I will help to identify good candidates for strengthening the FOHW Board (when vacancies arise) and wider membership and share this information with the Board.

I will ensure approved policies and procedures are followed in relation to all FOHW activities.

I will respect organisational and individual confidentiality, whilst never using confidentiality as an excuse not to disclose matters that should be transparent and open.



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If I cause offence and/or have a grievance brought against me, I agree to abide by the FOHW Grievance & Complaints Procedure.

I will not make any potentially controversial public comments about the organisation unless authorised to do so. Any public comments I make about FOHW will be considered and in line with organisational policy, whether I make them as an individual or as a Trustee.

I will never knowingly act unlawfully whilst representing FOHW.

Signed By: _____

Name: _____

Date: _____