



The Wokingham Society  
Registered as a Charity (No. 274988)

## Code of Conduct for Trustees

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This Code sets out the standards of behaviour expected of Trustees.

#### **Equality and diversity**

Trustees' behaviour and attitudes should be consistent with the values of the Organisation and with the demand for equality and diversity.

#### **Respect**

Trustees must treat each other, and others they come into contact with when working in their role with respect and courtesy at all times.

#### **Commitment**

Trustees must devote sufficient time preparing for and attending meetings to ensure they add value to the Executive Committee's work.

#### **No personal benefit**

Trustees must not benefit from their position beyond what is allowed by the law and what is in the interests of the Organisation. Trustees should take decisions solely in terms of the Organisation's interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

#### **Conflicts of interest**

In accordance with the Organisation's Conflict of Interest Policy Trustees should identify and promptly declare any actual, potential or perceived conflicts affecting them. They must absent themselves from any discussion where there is any such conflict.

#### **Openness and accountability**

Trustees must be open, responsive and accountable to each other, about their decisions and actions and work.

Trustees must disclose anything in their past which could bring the Organisation into disrepute e.g. removal from any previous governance role or membership of organisations which may conflict with the aims, principles and values of the Organisation.

**Confidentiality**

Trustees must respect the status of confidential issues they read and discuss. They are bound to maintain the status of this material and any discussions.

**Integrity**

Trustees are required to use their knowledge, expertise and experience to take the best decisions they can in the interests of the charity. They are equally responsible for all decisions of the Executive Committee.

**Statement of acceptance**

I have read and understood the above Code of Conduct for Trustees. I agree to abide by the standards set in the code.

Signed: .....

Name (please print) .....

Date .....