

AGE UK WALTHAM FOREST TRUSTEE CODE OF CONDUCT

- (1) **Act within the governing document and the law** - being aware of the contents of the organisation's governing document and the law as it applies to Waltham Forest Age UK.
- (2) **Act in the best interest of Age UK Waltham Forest as a whole** - considering what is best for the organisation and its beneficiaries and avoiding bringing Age UK Waltham Forest into disrepute.
- (3) **Manage conflicts of interest effectively** - registering, declaring and resolving conflicts of interest. Not gaining materially or financially unless specifically authorised to do so.
- (4) **Respect confidentiality** - understanding what confidentiality means in practice for Waltham Forest Age UK, its Board and the individuals involved with it.
- (5) **Have a sound and up-to- date knowledge of Age UK Waltham Forest and its environment** - understanding how the organisation works and the environment within which it operates.
- (6) **Attend meetings and other appointments or give apologies** - considering other ways of engaging with the organisation if regularly unable to attend trustee meetings.
- (7) **Prepare fully for meetings and all work for the organisation** - reading papers, querying anything you do not understand and thinking through issues in good time before meetings.
- (8) **Actively engage in discussion, debate and voting in meetings** - contributing positively, listening carefully, challenging sensitively and avoiding conflict.
- (9) **Act jointly and accept a majority decision** - making decisions collectively, standing by them and not acting individually unless specifically authorised to do so.
- (10) **Work** considerately and respectfully with all - respecting diversity, different roles and boundaries, and avoiding giving offence.

Please sign below

I hereby agree to abide by Age UK Waltham Forest Trustee Code of Conduct.

Signed.....

Name.....

Date.....

Last Review Date 21st August 2025

Next Review Date 21st August 2026