



Age UK Wiltshire Code of Conduct for Trustees

Introduction

This code of conduct was developed as a model by the NCVO for the voluntary sector and is based on and adapted from the Nolan Committee's 'Seven Principles of Public Life'. It addresses the standards of conduct that all trustees of Age UK Wiltshire will adhere to with respect to governance and conflicts of interest.

Code of governance

Selflessness

Trustees of Age UK Wiltshire have a general duty to act in the best interest of Age UK Wiltshire as a whole. They should not do so in order to gain financial or other material benefits for themselves, their family or any organisation they come from.

Integrity

Age UK Wiltshire's trustees:

- should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their role;
- as well as avoiding actual impropriety, should avoid any appearance of improper behaviour:

should avoid accepting gifts and hospitality that might reasonably be thought to influence their judgement.

Objectivity

In carrying out their role, including making appointments (including trustee appointments), awarding contracts, recommending individuals for rewards and benefits or transacting other business, Age UK Wiltshire's trustees should ensure that decisions are made solely on merit.

Accountability

Age UK Wiltshire's trustees:

- have a duty to comply with the law on all occasions in accordance with the trust placed in them and in such way as to preserve public confidence in Age UK Wiltshire;
- are accountable for their decisions and actions to the public, funders and service users. They must submit themselves to what scrutiny is appropriate to their role.

Openness

Age UK Wiltshire's trustees:

- should promote and support the principles of leadership by example;
- must respect the role of the Chief Executive Officer. There will be circumstances under which trustees will be working directly with Age UK Wiltshire's staff. Guidelines for such working relationships must be clear to both staff and trustees and, when these occasions arise, the Chief Executive Officer should be informed in advance.

Conflicts of Interest

Any trustee, who has a financial interest in a matter under discussion, should declare the nature of his/her interest and withdraw from the room, unless he/she has a dispensation to speak.

If a trustee has any interest in the matter under discussion which creates a real danger of bias, that is, the interest affects him/her, or a member of his/her household, more than the generality affected by the decision: he/she should declare the nature of the interest and withdraw from the room, unless he/she has a dispensation to speak.

If a trustee has any other interest which does not create a real danger of bias, but which might reasonably cause others to think that it could influence their decision, he/she should declare the nature of the interest, but may remain in the room, participate in the discussion, and vote if he/she wishes.

If in any doubt about the application of these rules, he/she should consult with the Chair.

It is recommended that trustee's interests be listed in a register.