

Trustee Code of Conduct

Purpose of the code

The purpose of a code of conduct is to maintain the highest standards of integrity and stewardship, ensuring that Mind Aberystwyth is effective, open and accountable, with good working relationships between Trustees, Committee members, the Chief Executive and members of the Mind Management Team.

Code

1. All Trustees and Committee members must act with probity, due prudence and, where appropriate, in accordance with any independent, professional advice that may be offered to members of the Board of Trustees.
2. Trustees and Committee members should not use their position to gain financial or other material benefit for themselves, their families or friends.
3. Trustees/Committee members must not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their duties.
4. Should a conflict of interest arise, a Trustee/Committee member must declare the interest and take no part in any discussion or vote.
5. Trustees and Committee members should not behave in ways that could damage or undermine the reputation of Mind Aberystwyth or its staff and should not take part in activity which is in conflict with the objects of Mind Aberystwyth.
6. To be effective, Trustees and Committee members must be willing to prepare for meetings and attend regularly.
7. Any confidential information relating to service users, staff, or business meetings must remain confidential and not discussed or shared with others.
8. Trustees must act fairly and in accordance with good employment practice and equal opportunities in making any decisions affecting the appointment, professional development, appraisal, remuneration or discipline of the Chief Executive.
9. Trustees and Committee members should seek to understand and respect the difference in roles between the Board of Trustees, the Chief Executive and members of the Mind Management Team, ensuring that the Trustees, the Chief Executive and the Management Team work effectively together for the benefit of Mind Aberystwyth, in a mutually supportive and loyal relationship.
10. Trustees and Committee members should not in any way undermine the delegated authority of the Chief Executive, recognising that they do not have the authority to give instructions to workers without going through the appropriate channels. Informal communication between Council and Committee members and workers is nevertheless to be encouraged, provided it does not interfere with the management process.