

CPRE Rutland (The Charity) – Board Member Code of Conduct

1. As a CPRE Rutland board member:

1.1 You must have regard to the principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership in your conduct at all times.

2. When acting in your capacity as a board member:

2.1 You must act in a manner consistent with The Charity's equality and diversity strategy and treat your fellow board members, members of staff and others with whom you come into contact, with respect and courtesy at all times

2.2 You must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for yourself, your family, a friend or close associate

2.3 You must not place yourself under a financial or other obligation to outside individuals or organisations that might reasonably be considered as capable of influencing your actions or decisions

2.4 You must make all choices, such as making appointments, awarding contracts or recommending individuals for rewards or benefits, based solely on evidence

2.5 You are accountable for your decisions and you must be as open and transparent as possible about both your decisions and actions and the decisions and actions of the Board. You should also be prepared to give reasons for those decisions and actions.

2.6 You must declare any private interests, both pecuniary and non-pecuniary, including membership of any trade union, political party or local authority and you must take steps to resolve any conflicts arising in a way that protects the public interest. This includes registering and declaring interests in a manner conforming with the procedures set out in Section 3 below entitled 'Registering and declaring pecuniary and non-pecuniary interests'

2.7 When using or authorising the use by others of the resources of The Charity you must ensure that such resources are not used improperly or for political or personal purposes

2.8 You must at all times promote and support high standards of conduct in particular as characterised by the above requirements, by leadership and example.

3. Registering and declaring pecuniary and non-pecuniary interests

3.1 You must, within 28 days of taking office as a board member notify the Administrative Officer of

The Charity of any pecuniary or non-pecuniary interest, where the interest is yours, your spouse's or civil partner's, or of somebody with whom you are living with as a spouse, or as if you were civil partners.

3.2 All interests disclosed by board members will be entered on a register kept by The Charity.

3.3 Board members should review their individual register of interest before each board meeting and decision making committee meeting. They must declare any relevant interest(s) at the start of the meeting. If an interest has not been entered onto The Register, then the member must disclose the interest at any meeting at which they are present.

3.4 Unless dispensation has been granted in accordance with The Charity's policies you may not participate in any discussion or vote on or related to any matter in which you have an interest. You must also observe any restrictions which the Board places on your involvement in matters where you have an interest.