



Rickmansworth Waterways Trust

Trustee Code of Conduct

Document Number P13

Date Reviewed and Approved by the Trustees – Nov 2020



Rickmansworth Waterways Trust
Trustee Code of Conduct



It is the responsibility of the Trustees of Rickmansworth Waterways Trust (RWT) to:

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

Trustees agree to honour the content and spirit of this code by signing a copy of this document and returning it to the Secretary.

Signed

Name

Date