



A Trustee Code of Conduct outlines the ethical and professional standards expected of individuals serving on a board of trustees on a charity

---

## **Trustee Code of Conduct Climate Action Strathaven**

**April 2025**

### **1. Fiduciary Duty**

Trustees must:

- Act in the best interests of the organization and its beneficiaries.
- Exercise due care to deliver the organization's mission.
- Avoid conflicts of interest and disclose any potential conflicts promptly.
- Ensure prudent management of resources, including finances and assets.

### **2. Integrity & Ethics**

Trustees must:

- Uphold the highest standards of honesty, fairness, and transparency.
- Refrain from using their position for personal gain or advantage.
- Comply with all applicable laws, regulations, and organizational policies.

### **3. Confidentiality**

Trustees must:

- Protect sensitive information related to the organization, its stakeholders, and beneficiaries.
- Not disclose confidential discussions or decisions made in board meetings unless authorized.

### **4. Diligence & Participation**

Trustees must:

- Attend meetings regularly and be prepared to contribute constructively.
- Stay informed about the organization's activities, finances, and governance.
- Participate in training and development to enhance governance effectiveness.

### **5. Respect & Collegiality**

Trustees must:

- Foster a culture of mutual respect, collaboration, and constructive debate.

- Listen to diverse viewpoints and act in the best interest of the organization.
- Avoid actions that could harm the reputation of the organization or fellow trustees.
- Understand and respect the management structure of the organisation
- make sure that any staff are treated properly and fairly

## **6. Compliance & Accountability**

Trustees must:

- Ensure the organization adheres to legal and regulatory requirements.
- Support independent audits and oversight mechanisms.
- Accept responsibility for board decisions and oversight failures.
- Ensure that the requirements of the charity under OSCR regulations are met.
- Ensure that CAS complies with any relevant laws, including, health and safety, employment, data protection and equality laws.

## **7. Fundraising & Advocacy**

Trustees should (where applicable):

- Actively support fundraising efforts in accordance with the organization's policies.
- Advocate for the organization's mission in a manner consistent with its values.

## **8. Resignation & Removal**

- Trustees who can no longer fulfil their duties should resign promptly.
- The board may remove a trustee for violations of this code or failure to meet responsibilities.

---

### Acknowledgment

\*\*"I, \_\_\_\_\_, acknowledge that I have read, understood, and agree to abide by this Trustee Code of Conduct for Climate Action Strathaven. I commit to upholding the values and responsibilities outlined herein."\*

Signature:\*\* \_\_\_\_\_

Date:\*\* \_\_\_\_\_