



## Governors' Code of Conduct

The Governors' Code of Conduct is an agreement between CCF and individual Governors. After a Governor joins the CCF Board, he is required to sign this agreement, and in doing so, he is pledging to act in accordance with the Code.

- I will know, effectively articulate, and ensure the execution of CCF's mission, vision and values.
- I have a good understanding of the aims and objectives of the charity and will act in accordance with the governing document at all times.
- I will familiarise myself with 'The Seven Principles of Public Life' (appended below) and act in accordance with them.
- I will play an active role in board and committee meetings, having spent due time reading and digesting board papers in preparation for the meeting.
- I will act and make decisions in the best interests of the charity, and its beneficiaries.
- Together with other Board members, decisions will be taken as a team, recorded accurately in the minutes, and communicated in a unified manner.
- I will do my best to avoid conflicts of interest, and where I should find myself conflicted, would declare that fact and not take part in any relevant decision-making.
- Where assistance/advice is required for me to be able to make the most appropriate decision affecting the charity, that assistance/advice will be sought from an appropriate source (e.g., a professional adviser) and considered carefully.
- I will exercise prudence and integrity in the management of CCF's funds.
- I will ensure at all times that best practice in governance is reached and maintained.
- I will not receive any financial or non-financial benefit that is not explicitly authorised by the governing document. I will not exert any influence to garner any preferential treatment for myself or my family, or other connected persons.
- Maintain confidentiality of all board meeting sessions, unless authorised by the Board to speak of it.



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## **The Seven Principles of Public Life** (*also known as The Nolan Principles*)

### **SELFLESSNESS**

Holders of public office should act solely in terms of public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

### **INTEGRITY**

Holders of public office 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 official duties.

### **OBJECTIVITY**

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

### **ACCOUNTABILITY**

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

### **OPENNESS**

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

### **HONESTY**

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

### **LEADERSHIP**

Holders of public office should promote and support these principles by leadership and example.