

## **Code of Conduct for Trustees**

### ***Selflessness***

The Trustees of NHS Retirement Fellowship have a general duty to act in the best interests of the Charity as a whole. They should not do so to gain financial or other material benefits for themselves, their friends or any organisation they represent, if applicable.

### ***Integrity***

The Trustees of the NHS Retirement Fellowship:

- 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 role
- should, as well as avoiding actual impropriety, avoid any appearance of improper behaviour
- should avoid accepting gifts and hospitality that might reasonably be thought to influence their judgement

### ***Objectivity***

In carrying out their role, including making staff and trustee appointments, awarding contracts or transacting other business, the Trustees of the NHS Retirement Fellowship should ensure that decisions are made solely on merit and conform to the Fellowship's equality and diversity policy.

### ***Accountability***

The trustees of the NHS Retirement Fellowship:

- have a duty to comply with the law on all occasions in accordance with the trust placed in them and in such a way as to preserve public confidence in the charity
- are accountable for their decisions and actions to the public, funders and members and must submit themselves to scrutiny as appropriate to their role

### ***Openness***

The trustees of the NHS Retirement Fellowship:

- should ensure that confidential material, including that about individuals, is handled with due care
- should be as open as possible about their decisions and the action they take and give reasons for their decisions and restrict access to information only when the wider interest clearly demands

### ***Honesty***

The trustees of the NHS Retirement Fellowship:

- have a duty to declare any interests relating to their trustee role and to take steps to resolve any conflicts that may arise
- must resolve any conflict between his/her private interests and his/her trustee duties in favour of the trustee role
- must make relevant declarations of interest in their different roles both within and outside the charity

### ***Leadership***

The trustees of the NHS Retirement Fellowship:

- should promote and support the principles of leadership by example
- must respect the role of staff and volunteers