

Dunblane and Stirling Beekeepers' Association SCIO Trustees' Code of Conduct

Introduction

The purpose of this document is to provide trustees with clear guidelines as to their standard of behaviour, responsibilities and best practice while fulfilling their obligations to the Dunblane and Stirling Beekeepers' Association (SCIO) (DSBA). It should be read in conjunction with the trustee role description document, and the constitution.

General

- Trustees should act with selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Trustees must have a good understanding of, and be sympathetic with, the aims and objectives of the DSBA and act in accordance with its constitution at all times.
- Trustees must act and make decisions in the best interests of the DSBA and its beneficiaries.
- Trustees must do their best to avoid or manage conflicts of interest; where they do find themselves in conflict, trustees should declare that conflict and take no part in relevant decision making, in accordance with the constitution and conflict of interest policy.
- Where assistance or advice is required for the trustees to be able to make the most appropriate decision affecting the organisation, then assistance/advice should be sought from an appropriate source and carefully considered.
- Trustees must play an active role in board meetings, having spent time preparing and reading board papers prior to the meetings. Regular attendance at meetings is required to ensure that best practice in governance is reached and maintained.
- Trustees must not receive financial or non-financial benefit that is not authorised by the governing document or the Charity Commission. Trustees should not exert any influence to gain preferential treatment for themselves, family or other connected persons.
- Trustees are jointly and severally liable for their decisions, therefore decisions should be taken as a team and communicated to membership, beneficiaries and funders in a unified manner.
- Trustees are accountable to a range of interested parties for their actions, therefore decision making and governance should be as transparent as possible except where confidentiality is required.
- Should a trustee feel that they require further training or guidance, it is their responsibility to inform the Chair of Trustees to seek out opportunities for such training or guidance, on an individual or group basis.
- Any information of a confidential nature must remain within the confines of a trustee meeting.
- Trustees must sign any declarations required by OSCR and HMRC.

Dunblane and Stirling Beekeepers' Association SC048615 also known as DSBA and the Association