

The Twentieth Century Society Code of Conduct/Practice for Trustees

It is the responsibility of trustees to:

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

Trustees are expected to honour the content and spirit of this code.

Signed
Name
Date