



Trustee Code of Conduct for Collingham and District u3a

Introduction

A Trustee code of conduct is an agreement between the organisation and the individual committee member which spells out the standards of behaviour expected from Trustees.

Trustees will be asked to accept it and new Trustees will be advised of the code as soon as they join the committee and formally asked to accept it. The acceptance should be minuted.

Purpose

The Trustee Code of Conduct outlines the expected standard of behaviour from Trustees in performance of their role.

Requirements of a Trustee

- Trustees should read the Charity Commission leaflet CC3 entitled [‘The Essential Trustee – what you need to know, what you need to do’](#) which can be downloaded from the Charity Commission website.
- Trustees must comply with Charity Law and the requirements of the Charity Commission as regulator.
- Trustees are expected to know, follow and promote the Principles of the u3a Movement (available on the [u3a website](#)) at every opportunity.
- Trustees must always act in the best interests of Collingham and District u3a and the u3a Movement, strive to uphold its reputation and never do anything which could bring Collingham and District u3a or the u3a Movement into disrepute or expose it to undue risk.
- Trustees are expected to use Collingham and District u3a’s resources responsibly and only to further its stated charitable objects/purposes.
- Trustees are expected to reflect the current organisational policy of Collingham and District u3a, regardless of whether it conflicts with their personal views.
- Trustees are expected to abide by Collingham and District u3a’s governance procedures and practices.
- Trustees must never derive any pecuniary benefit from being a Trustee and must notify the Chair of any gifts received.
- Trustees should inform the Chair before accepting an invitation to speak on behalf of the u3a.
- Trustees are expected to always treat fellow committee members courteously and maintain a respectful attitude towards the opinions of others.
- Organisational, committee and individual confidentiality must be respected at all times.



Declaration

Current and newly elected Trustees will be asked to confirm their acceptance of the code which will be minuted.

Related documentation

- [Principles of the u3a Movement](#)
- Member Code of Conduct
- Trustee responsibilities
- Trustee induction