Code of Conduct of the Council of The Shire Horse Society ("the Society")

INTRODUCTION

This Code of Conduct sets out the standards of behaviour expected of Council members, to ensure that they always observe the highest standards of propriety and act in the best interests of the Society.

VALUES

Council members must uphold the following values of the Society, which are adapted from the 'Nolan principles':

(a) **Selflessness**

Council members have a general duty to act in the best interests of the Society. They should not do so to gain financial or other benefits for themselves, their family, their friends or any organisation they are connected to.

(b) **Integrity**

Council members 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.
- avoid impropriety, as well as any appearance of improper behaviour; and
- avoid accepting gifts and hospitality that might reasonably be thought to influence their judgement.

(c) **Objectivity**

In carrying out their role, Council members should ensure that decisions they make are based solely on merit and in the best interests of the Society.

(d) **Accountability**

Council members:

- must comply with applicable laws and always have regard to Charity Commission and any other relevant regulator's guidance for Charities.
- are accountable for their decisions and actions to the public, stakeholders, funders, the courts and their regulators and the Members and beneficiaries of the Society; and
- must submit themselves to such scrutiny as is appropriate to their role.

(e) **Openness**

Council members should:

- maintain an atmosphere of openness throughout the Society to promote the confidence of the public, members, any staff, and regulators.
- ensure that confidential material is handled in accordance with due care and comply with any Society protocols on confidentiality; and
- be as open as possible about their decisions and the actions that they take and restrict information only where the best interests of the Society demand this.

(f) **Honesty**

Council members have a duty to declare any interests relating to their role and to take steps to resolve any conflicts that may arise and declare their interests.

(g) **Leadership**

Council members should promote and support the principles of leadership by example and have professional relationships with any staff, Trustees and fellow members of the Society.

GENERAL

All Council members must:

- act within the Articles of Association of the Society ("the "Articles"), the regulations of the Society ("the "Regulations"), the law, and Charity Commission guidance and regulations, and abide by the Society's policies and procedures.
- support the objects and mission of the Society, using any skills or knowledge they have.
- be active and make their skills, experience and knowledge available to the Society.
- respect the confidentiality of the Society, the Board of the Society (the "Board"), committees and individuals.
- develop and maintain a sound and up-to-date knowledge of the Society and how it operates.
- use the Society's resources responsibly.
- seek to be accountable for all their actions as a Council member; and
- accept their responsibility for ensuring that the Society is well run.

MEETINGS

Council members must:

- strive to embody the principles of leadership in all actions and live up to the trust placed in them by the Society and membership.
- strive to attend all Council meetings and other meetings and appointments and give apologies ahead of time if unable to attend.
- prepare fully for all meetings and work for the Society, including reading relevant papers.
- actively engage in discussion, debate and voting in meetings, maintain a respectful attitude towards others and contribute in a considered and constructive way, listening carefully and challenging sensitively.
- participate in collective decision making, accept a majority decision of the Council and not act individually unless specifically authorised to do so.

- accept the authority of the elected Chair of the Council (the "Chair") to set agendas and conduct meetings; and
- abide by the Councils governance procedures and practices.

GOVERNANCE

Council members must:

- actively contribute towards improving the governance of the Council, participating in induction and training and sharing ideas for improvement.
- support the Chair in their efforts to improve their own leadership skills; and
- help to identify good candidates for Council.

RELATIONS WITH OTHERS

Council members must:

- endeavour to work considerately and respectfully with all those they come into contact with, respect diversity, different roles and boundaries.
- recognise that the roles of Trustees, Council members, volunteers and staff are different and seek to understand and respect the difference between these roles.
- not make public comments about or relating to the Society to the media or in any other public forum (including any social media) without the prior knowledge and written approval of the Chair or Chief Executive Officer; and take an active interest in the public interest of the Society.

LEAVING THE COUNCIL

Council members must be aware that substantial breach of any part of this Code of Conduct may result in procedures being put in motion that may result in a Council member ceasing to be a Council member. A Council member who wishes to cease to be a Council member must inform the Chair in advance in writing, stating reasons for resigning.

Signed.....

Print name.....

Date.....