

TRUSTEE RECRUITMENT INFORMATION

Code of Conduct for Trustees and Observers and representatives from Observer Organisations

Purpose

The purpose of this code of conduct is to provide Trustees and Observers with clear guidelines as to their standard of behaviour, responsibilities and best practice in fulfilling their obligation to Play Wales | Chwarae Cymru.

Whilst serving in their capacity as Trustees of Play Wales | Chwarae Cymru, members of the Board must make judgements solely in the best interest of Play Wales | Chwarae Cymru, as determined by the Charities Commission. It is recognized that for some, such a requirement might result in a conflict of interest, accordingly a number of national organisations have been awarded Observer status. Members attending meetings as Observers may participate in all aspects of Play Wales | Chwarae Cymru. Board of Directors business except that where a decision is to be decided by vote. Observers do not have a vote.

General

- Trustees and Observers must have good understanding of and be sympathetic with the aims and objectives of Play Wales | Chwarae Cymru and act in accordance with the governing document at all times
- Trustees and Observers should familiarise themselves with the 'Nolan Principles', and act in accordance with them
- Trustees must act and make decisions in the best interests of Play Wales | Chwarae Cymru, present and future beneficiaries and be aware of sector and object specific issues that may affect the present and future growth of Play Wales | Chwarae Cymru, and its relevance to modern society
- All Trustees and Observers must act – and be seen to act – in the best interest of Play Wales | Chwarae Cymru and not for their own private interest or gain.
- Where professional assistance is required for the Trustees and Observers to be able to make the most appropriate decision affecting Play Wales | Chwarae Cymru, that assistance should be sought and considered carefully

- Trustees must not receive any financial or non-financial benefit that is not explicitly authorised by the governing document. Trustees and Observers should not exert any influence to garner any preferential treatment for themselves or their family
- Trustees are jointly and severally liable for their decisions, therefore decisions should be taken together and communicated to staff, members and funders in a unified manner
- Trustees are accountable to members for their actions, and as such decision-making and governance issues should be as transparent as possible, except for when confidentiality is required
- Trustees and Observers should be prepared to spend an appropriate amount of time reading papers and preparing for board meetings a minimum attendance of 50% meetings is required of Trustees and Observers to ensure that best practice in governance is reached and maintained
- Should a trustee feel that they require further guidance or training in their role, they have a duty to inform the Director of Play Wales | Chwarae Cymru and actively develop aspects for new training on an individual or group basis
- Any information of a confidential nature must remain so outside the confines of the trustee meeting.