Code of Conduct for Trustees Policy

Values and Objectives

I will respect and uphold the values and objectives of the British Hydrological Society (henceforth BHS):

- To promote interest, scholarship, education, and good practice in both scientific and applied aspects of hydrology**.**
- To apply hydrological science, knowledge, and skills to benefit society and the environment.
- To act with integrity, applying the highest levels of scientific and professional rigour.
- To make hydrology as inclusive as possible, removing barriers and fostering diversity.
- To leave the discipline and the Society a better place for the next generation of hydrologists.

General

I will act within the Statutes of the BHS and the law, and abide by the policies and procedures of the organisation. This includes having knowledge of the contents of the Statutes and relevant policies and procedures.

I will support the objects and mission of the BHS, championing it, using any skills and knowledge I have to further that mission and seek expert advice where appropriate.

I will be an active trustee, making my skills, experience, and knowledge available to the BHS and seeking to do what additional work I can outside of trustee meetings, including those specified by the Terms of Reference within my defined role.

I will respect organisational, board, and individual confidentiality, while never using confidentiality as an excuse not to disclose matters that should be transparent and open.

I will develop and maintain a sound and up-to-date knowledge of the BHS and its environment. This will include how the BHS operates, the social, political, and economic environment in which it operates, and the nature and extent of its work.

I will use the BHS's resources responsibly, and when claiming expenses will do so in line with the BHS's procedures.

I will seek to be accountable for my actions as a trustee of the BHS, and will submit myself to whatever scrutiny is appropriate.

I accept my responsibility to ensure that the BHS is run effectively and I will raise issues and questions in an appropriate and sensitive way to ensure that this is the case.

Managing Interests

I will not gain materially or financially from my involvement with the BHS unless specifically authorised to do so.

I will act in the best interests of the BHS as a whole, and not as a representative of any group – considering what is best for the BHS and its present and future beneficiaries and avoiding bring the BHS into disrepute.

Unless authorised, I will not put myself in a position where my personal interests conflict with my duty to act in the interests of the organisation. Where there is a conflict of interest I will ensure that this is managed effectively in line with BHS policy. I understand that a failure to declare a conflict of interest may be considered a breach of this code.

Meetings

I will attend all appropriate meetings and other appointments at the BHS or give apologies. If I cannot regularly attend meetings I will consider if there are other ways I can engage with the BHS.

I will prepare fully for all meetings and work for the BHS. This will include reading papers, querying anything I do not understand, thinking through issues before meetings, and completing any tasks assigned to me in the agreed time.

I will actively engage in discussion, debate, and voting in meetings; contributing in a considered and constructive way, listening carefully, challenging sensitively, and avoiding conflict.

I will participate in collective decision making, accept a majority decision of the trustees, and will not act individually unless specifically authorised to do so.

Governance

I will actively contribute towards improving the governance of the trustee board, participating in induction and training and sharing ideas for improvement with the Executive Committee.

I will help to identify good candidates for trusteeship at the BHS and, with my fellow trustees, will nominate new trustees for election.

Relations with Others

I will endeavour to work considerately and respectfully with all those I come into contact with at the BHS. I will respect diversity, different roles and boundaries, and avoid giving offence.

I recognise that the roles of trustees, volunteers, and staff of the BHS are different, and I will seek to understand and respect the difference between these roles. Where I also hold a separate volunteer role in the organisation, I will maintain the separation of my roles as trustee and as a volunteer.

I will seek to support and encourage all those I come into contact with at the BHS. In particular, I recognise my responsibility to support the President and Honorary roles.

I will not make public comments about the organisation unless authorised to do so. Any public comments I make about the BHS will be considered in-line with organisational policy whether I make them as an individual or as a trustee.

Leaving the Board

I understand that substantial breach of any part of this code could mean that procedures are put in motion that may result in my being asked to resign from the trustee board. Should this happen I will be given the opportunity to be heard. In the event that I am asked to resign from the board I will accept the majority decision of the trustees in this matter and resign at the earliest opportunity.
If I wish to cease being a trustee of the BHS at any time, I will inform the President in advance in writing, stating my reasons for leaving.

Trustee Eligibility and Responsibility

By completing and signing this form, you declare that you:

- Are willing to act as a trustee for the British Hydrological Society
- Understand the organisation's purposes (objects) and rules set out in the Statutes
- Are not prevented from acting as a trustee because you:
    - Have an unspent conviction for an offense involving dishonesty or deception
    - Are currently declared bankrupt (or subject to bankruptcy restrictions or an interim order)
    - Have an individual voluntary arrangement (IVA) to pay off debts with creditors
    - Are disqualified from being a company director
    - Are subject to an order made under section 429(2) of the Insolvency Act 1986
    - Have previously been removed as a trustee by the Charity Commission, the Scottish charity regulators, or the High Court due to misconduct or mismanagement
    - Have been removed from management or control of any body under section 34(5)(e) of the Charities and Trustee Investment (Scottish) Act 2005 (or earlier legislation)

You also declare that:

- The information you provide to the Charity Commission is true, complete, and correct
- You understand it is an offence under section 60(1)(b) of the Charities Act 2011 to knowingly or recklessly provide false or misleading information
- The organisation's funds are held (or will be held) in its name in a bank or building society account in England or Wales
- You will comply with your responsibilities as a trustee – these are set out in the Charity Commission guidance 'The essential trustee (CC3)'
- You will comply with the organisation's code of conduct for trustees

If the organisation pays (or will pay) any trustee for being a trustee OR any trustee or person connected to them for providing goods and services, you declare that this will:

- Be in the organisation's best interest
- Be lawful and authorised
- Help the organisation carry out its purposes (or be a necessary by-product of it carrying out its purposes)

Signed:

Name:
Date:

Change record

Date of change	Change by	Reason for change
14/10/2022	BHS Main Committee	Adopted