



Bromyard and District Local History Society

Code of Conduct

Members, volunteers and trustees should:

- **Treat others with respect and dignity**, respecting the views, knowledge, experience and expertise of others
- **Act collaboratively and in partnership with others** to achieve BDLHS's objects as stated in the Constitution.
- **Act inclusively and in a non-discriminatory fashion**
- **Take care to maintain a safe environment** in which to provide services and activities.
- **Follow the Society's Safeguarding Policy and Procedure and report any safeguarding concern**

Bullying and harassment of any kind is unacceptable

Additional Trustee Code of Conduct

Trustees are expected to:

1. Engage in positive behaviours which support good governance and reflect positively on the Society.
2. Understand and acknowledge that detrimental actions and/or poor behaviour will not be tolerated and will be referred to the Chair.
3. Recognise that their conduct outside of formal Society business may be considered representative of the Society and take care to engage in positive conduct at all times.
4. Recognise that they have both individual and shared responsibilities in managing the Society's affairs.
5. Actively champion the Society's values, modelling expected behaviours and leading by example.
6. Respect defined roles and delegations.
7. Be respectful and courteous, recognising that others may have different points of view and understanding how their behaviours may be perceived by others, especially if they have very different backgrounds and experiences.
8. Contribute by questioning and challenging ideas openly and constructively.
9. Foster a culture where everyone feels safe and respected.
10. Actively listen and show respect in meetings, seeking to reach agreement or consensus with fellow decision-makers.
11. Accurately represent the decisions made by the Executive Committee and ensure that confidential matters remain confidential.
12. Speak up when they have concerns about the Society's governance or operations.
13. Take time to reflect and learn from mistakes and unintended consequences.