

Arncroach & Carnbee Development Trust
Code of Conduct (Elected Members)

1. The Directors and other elected members of Arncroach & Carnbee Development Trust will be bound by the following principles that will guide and inform their determinations:

- **Public Service:** the founding objects of the Trust are imbued with service provision that benefits both the members of the Trust and the wider community.
- **Selflessness:** they will not act out of self interest: but will always act in the interests of the wider community.
- **Integrity:** they will not place themselves under obligation to any individual or organisation that will influence them to act contrary to either the objects of the Trust or the interests of the wider community.
- **Objectivity:** determinations will only be made on honest assessment of merits.
- **Accountability and Stewardship:** they will always act lawfully and with due prudence in their management of the Trust's resources.
- **Openness:** they will demonstrate transparency and accountability in all dealings insofar as they relate to the business of the Trust.
- **Honesty:** they will declare all potential conflicts of interest, and will only claim reimbursement of reasonable expenses in compliance with the Articles of Association.
- **Leadership:** they acknowledge their duty to promote and uphold these principles and to maintain the community's trust and confidence in the integrity of the elected members.
- **Respect:** they will demonstrate respect in dealings with fellow elected members, members and the wider community at all times.

2. The Elected Members agree that in discharging the above principles they will notify the Board of Directors of any personal interests that may at any point give rise to a conflict of interest or potential conflict of interest.

The Company Secretary will be required to maintain a *Register of Interests* that will be reviewed and updated annually.

The Register will be available for inspection by the Board at any time, and by members on written application to the Company Secretary.

3. Elected Members will declare any conflict of interest, whether previously notified or otherwise, at any meeting where it is likely to arise. It will be a matter for Chair as to whether the member will be permitted to take any further part in the discussion or decision making on the item to which the conflict of interest applies.

A full record of these matters will be included in the minute of the meeting.

4. These principles will be complemented by a "*Protocol for Members' Enquiries*", that underpins the ethos of accountability and describes a transparent process for dealing with members' enquiries in a full and fair manner.