

# Luddenden Foot Community Association

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## **Code of Ethics for Committee Members**

### **Committee Members should:**

Strive at all times to serve the best interests of the association as a whole regardless of their personal interests.

Use sound judgement to make the best possible business decisions for the association, taking into consideration all available information, circumstances and resources.

Act within the boundaries of their authority as defined by law and governing documents of the association.

Provide opportunities for Members and Users to comment on decisions facing the association.

Perform their duties without bias for or against any individual or group of Members or Users.

Disclose personal or professional relationships with any company or individual who has or is seeking to have a business relationship with the association.

Conduct open, fair and well-publicised elections.

Always speak with one voice, supporting all duly –adopted board decisions even if the Committee member was in the minority regarding actions that may not have obtained unanimous consent.

### **Committee Members should not:**

Reveal confidential information provided by contractors or share information with those bidding for contracts unless specifically authorised by the Committee.

Advocate or support any action or activity that violates a law or regulatory requirement.

Use their position or decision-making authority for personal gain or to seek advantage over another Member or User.

Spend unauthorised association funds for their own personal use or benefit.

Accept personal gifts from any Member, User, Contractor or Supplier.

Misrepresent known facts in any issue involving association business.

Divulge personal information about any volunteer, member of staff, Member or User that was obtained in the performance of committee duties.

Make personal attacks on other committee members, members of staff, volunteers, members or users.

Harrass, threaten or attempt through any means to control or instill fear in any committee member, member of staff, volunteer, member or user.

Reveal to anyone outside the Committee the discussions, decisions and comments made at any meeting of the board properly closed or in executive session.