

Trustee Code of Conduct

1. Standards of Conduct

Trustees of World Aid Network (WAN) act as charity trustees within the meaning of the Charities Act 2011 and accept the duties set out in the Charity Commission guidance "The essential trustee" (CC3) and the Charity Governance Code. Trustees will at all times act with integrity, accountability, transparency and in the best interests of the charity and its beneficiaries.

2. The Seven Principles of Public Life

Trustees observe the Nolan Principles: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

3. Duties of Trustees

- ensure WAN is carrying out its purposes for the public benefit;
- comply with the constitution, charity law and all other applicable laws;
- act in WAN's best interests, exercising independent judgement;
- manage WAN's resources responsibly, including its money, property, reputation and people;
- act with reasonable care and skill, drawing on the trustee's own experience;
- ensure the charity is accountable to its members, beneficiaries, donors and the Commission.

4. Collective Responsibility

Decisions are made by the board as a whole. Once a decision is reached, all trustees must support it publicly, even if they personally disagreed during the debate. Trustees will not act unilaterally outside delegated authority.

5. Safeguarding Responsibilities

Every trustee is jointly responsible for the safeguarding of beneficiaries, staff and volunteers under the Safeguarding Policy. Trustees will complete safeguarding training, ensure safer recruitment is followed, treat safeguarding as a standing board agenda item, and report Serious Incidents to the Charity Commission promptly.

6. Conflicts of Interest and Loyalty

Trustees will declare any actual or perceived conflict of interest or loyalty under the Conflict of Interest Policy, withdraw from any vote in which they are conflicted, and follow the procedure set out in the constitution.

7. Confidentiality and Data

Trustees often have access to sensitive personal data, beneficiary information and strategic plans. Such information must be kept strictly confidential, processed in line with the Data Protection Policy, and never used for personal gain or advantage.

8. Bullying, Harassment and Discrimination

Trustees uphold the Bullying and Harassment Policy and the Equality Policy. Any conduct that is intimidating, harassing, discriminatory or otherwise contrary to the dignity of others is unacceptable.

9. Anti-Bribery and Hospitality

Trustees comply with the Anti-Bribery and Corruption Policy. Gifts and hospitality with a value over £50 must be declared in the Register of Gifts and Hospitality.

10. Use of Digital Tools and Communications

As an IT-led board, WAN trustees use modern collaboration tools to discharge their duties. Trustees must use unique strong passwords, enable two-factor authentication on all charity accounts, and follow the Social Media Policy when communicating about WAN online.

11. Breach of this Code

Any alleged breach of this Code will be considered by the Chair of Trustees (or, if the Chair is the subject of the allegation, by another independent trustee). Sanctions may include a written warning, removal from a committee role, or, in serious cases, removal from the board following the procedure set out in the constitution. Whistleblowing arrangements apply.

12. Adoption and Review

This Code is signed by every trustee on appointment and reviewed annually by the board.