



Newport Mind Directors Code Of Conduct

I will respect and uphold the vision, mission and values of Newport Mind

Our Vision

We won't give up until everyone experiencing a mental health problem gets both support and respect.

Our Mission

We provide advice and support to empower anyone experiencing a mental health problem. We campaign to improve services, raise awareness and promote understanding.

Our Values

Open. We reach out to anyone who needs us

Together. We're stronger in partnership

Responsive. We listen, we act

Independent. We speak out fearlessly

Unstoppable. We never give up.

GENERAL

- I will act within the governing document of Newport Mind and the law, and abide by the policies and procedures of the organisation. This includes having a knowledge of the contents of the Memorandum of Association of the Newport Mind Association and relevant policies and procedures.
- I will support the objects and mission of Newport Mind, championing it, using any skills or knowledge I have to further that mission and seeking expert advice where appropriate.
- I will be an active Director, making my skills, experience and knowledge available to Newport Mind and seeking to do what additional work I can outside Director meetings, including sitting on sub-committees.
- 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 Newport Mind and its environment. This will include an understanding of how Newport Mind operates, the social, political and economic environment in which it operates and the nature and extent of its work.
- I will use Newport Mind's resources responsibly, and when claiming expenses will do so in line with expense claim procedures.
- I will seek to be accountable for my actions as a Director of Newport Mind, and will submit myself to whatever scrutiny is appropriate.
- I accept my responsibility to ensure that Newport Mind is well run and 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 Newport Mind unless specifically authorised to do so.
- I will act in the best interests of Newport Mind as a whole, and not as a representative of any group – considering what is best for Newport Mind and its present and future beneficiaries and avoiding bringing Newport Mind 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 confidentiality policy.
- I understand that a failure to declare a conflict of interest may be considered to be a breach of the Charity Commission for England and Wales Governance regulations.

MEETINGS

- I will attend all appropriate meetings and other appointments at Newport Mind or give apologies. If I cannot regularly attend meetings I will consider whether there are other ways I can engage with Newport Mind.
- I will prepare fully for all meetings and work for the organisation. 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 board and will not act individually unless specifically authorised to do so.
- When attending meetings at Newport Mind I will endeavour to attend for the full assigned period of that meeting.

GOVERNANCE

- I will actively contribute towards improving the governance of the Director board,
- Participating in induction and training and sharing ideas for improvement with the board.

- I will help to identify good candidates for Directorship at Newport Mind and, with my fellow Directors, will appoint new Directors in accordance with agreed selection criteria.

RELATIONS WITH OTHERS

- I will endeavour to work considerately and respectfully with all those I come into contact with at Newport Mind. I will respect diversity, different roles and boundaries, and avoid giving offence.
- I recognise that the roles of Directors, volunteers and staff of Newport Mind are different, and I will seek to understand and respect the difference between these roles.
- Where I also volunteer with the organisation I will maintain the separation of my role as a Director and as a volunteer.
- I will seek to support and encourage all those I come into contact with at Newport Mind. In particular I recognise my responsibility to support the chair and the senior staff member.
- I will not make public comments about the organisation unless authorised to do so. Any public comments I make about Newport Mind will be considered and in line with organisational policy, whether I make them as an individual or as a Director.

LEAVING THE BOARD

- I understand that substantial breach of any part of this code may result in procedures being put in motion that may result in my being asked to resign from the Director 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 board in this matter and resign at the earliest opportunity.
- If I wish to cease being a Director of Newport Mind at any time, I will inform the chair in advance in writing, stating my reasons for leaving.

Signed

Name

Date