



Code of Conduct

This Code of Conduct document sets out what you can expect from the LINK Stewardship Group and what the LINK Stewardship Group expects from you.

I understand that as a LINK Stewardship Group participant I will:

- seek out and listen to the views of service users, patients, carers and the public, especially individuals and groups whose voices are not usually heard
- act and conduct myself in a reasonable and responsible way to any staff, volunteers or members of the public I work with or meet as a LINK Stewardship Group participant
- conduct myself in a manner that does not bring the LINK Stewardship Group into disrepute or act in a manner that is not in the best interests of the LINK Stewardship Group or the wider community
- accept the terms of reference of a LINK Stewardship Group for the duration of my elected role
- not undertake any LINK work or activity that has not been agreed by the LINK Stewardship Group
- never disclose confidential and sensitive information unless there is a legal duty to do so in the interests of child protection or protection of vulnerable adults. In any case seek advice before reporting.
- identify and attend training and other opportunities to develop my understanding of LINK Stewardship Group work
- declare any conflict of interest, or anything that might be seen by others as a conflict of interest, as soon as it arises.
- not accept gifts or hospitality which could be seen as attempts to influence the decisions, independence or activities of the LINK Stewardship Group
- understand and comply with the relevant and current legislation including policies for equal opportunities, discrimination, human rights, data protection and freedom of information etc
- treat all people with respect and act in a way which does not discriminate against or exclude anyone
- not work against the majority view of the LINK Stewardship Group once a decision has been democratically taken

- seek the view of the LINK Stewardship Group and a majority agreement before speaking, writing or attending meetings on behalf of the LINK Stewardship Group
- ensure that when I am representing the LINK Stewardship Group, whether to the press or at a meeting / event, that I am speaking on behalf of the LINK Stewardship Group and not myself
- report back to the LINK Stewardship Group when I attend any activity relating to the LINK Stewardship Group
- adhere to the Nolan Principles of Public Life

The Seven (Nolan) Principles of Public Life

Selflessness

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

Holders of public office should promote and support these principles by leadership and example.

I understand that Help and Care as the LINK Host Organisation will seek to provide me with:

- an introduction to the LINK Stewardship Group when I join
- help to carry out my work on the LINK Stewardship Group
- appropriate materials to carry out any LINK Stewardship Group activities

advice and support in dealing with any difficulties I might have and give guidance for situations that are new to me

- appropriate re-imbusement for any assistance I need to take full part in the LINK Stewardship Group e.g. interpreter, translations, advocate, child care, and travel expenses
- training in the skills I need to be a LINK Stewardship Group participant
- correct and up to date information, sent to me in a way (such as email or post) and format that I have agreed

Date:

Signature: