



Lyvennet Community Pub Ltd

Director Code of Conduct

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This Code of Conduct should be read in conjunction with the Rules of the Lyvennet Community Pub (LCP).

1. Organisational values

As a Director of the LCP I undertake to abide by the fundamental values that underpin all the activity of LCP. These are:

Accountability

Everything LCP does will be able to stand the test of scrutiny by the shareholders, public, the media, stakeholders, funders, regulators and courts.

Integrity and honesty

These will be the hallmarks of all conduct when dealing with colleagues within LCP and equally when dealing with shareholders, individuals and institutions outside it.

Transparency

LCP strives to maintain an atmosphere of openness throughout the organisation to promote confidence of the shareholders, public, the media, stakeholders, funders, regulators and courts.

Additionally, as a Director I agree to the following points:

2. Law, mission, policies

- I will not break the law or go against regulations in any aspect of my role of Director.
- I will support the mission and consider myself its guardian.
- I will abide by LCP's policies and procedures.

3. Conflicts of interest

- I will always strive to act in the best interests of LCP.
- I will comply with LCP Conflicts of Interest Policy
- I will declare any conflict of interest, or any circumstance that might be viewed by others as a conflict of interest, as soon as it arises.

- I will submit to the judgment of LCP Board and do as it requires regarding potential conflicts of interest.

4. Person to person

- I will not break the law, go against regulations or act in disregard of LCP policies in my relationships with fellow Directors, shareholders, volunteers, service recipients, contractors or anyone I come into contact with in my role as Director.
- I will strive to establish respectful, collegial and courteous relationships with all I come into contact with in my role as Director.

5. Protecting LCP's reputation

- I will not speak as a Director of LCP to the media or in a public forum without the prior knowledge and approval of the Chair.
- When prior consent has not been obtained, I will inform the Chair at once if I have spoken as a Director of LCP to the media or in a public forum.
- When I am speaking as a Director of LCP, my comments will reflect current LCP policy even when these do not agree with my personal views.
- When speaking as a private citizen I will strive to uphold the reputation of LCP and those who work in it.
- I will respect LCP's and individual confidentiality.
- I will take an active interest in LCP's public image.

6. Personal gain

- In accordance with LCP Conflicts of Interest Policy, I will not personally gain materially or financially from my role as Director.
- I will document expenses and seek reimbursement according to procedure.
- I will not accept substantial gifts or hospitality without prior consent of the Chair.
- I will use LCP resources responsibly, when authorised, in accordance with procedure.

7. At meetings

- I will abide by good Board governance procedures and practices.
- I will strive to attend all Board meetings, giving apologies ahead of time to the Chair if unable to attend.
- I will study the agenda and other information sent me in good time prior to the meeting and be prepared to debate and vote on agenda items during the meeting.
- I will respect the authority of the Chair and respect his or her role as meeting leader.
- I will engage in debate and voting in meetings according to procedure, maintaining a respectful attitude toward the opinions of others while making my voice heard.
- I will accept a majority Board vote on an issue as decisive and final.
- I will maintain confidentiality about what goes on in the boardroom unless authorised by the Chair or Board to speak of it.

8. Enhancing governance

- I will participate in induction, training and development activities for Directors as agreed by the Board.
- I will support good Board governance practice.
- I will strive to identify potential good candidates as Directors.

9. Leaving the board

- I understand that substantial breach of any part of this code may result in my removal from LCP Board as judged under Rule 39 of LCP's Constitution.
- Should I resign from the Board I will inform the Chair in advance in writing, stating my reasons for resigning. Additionally, I will participate in an exit interview.