



Harrogate Sports & Fitness Club

Board Code of Conduct

1. Purpose

This Code of Conduct sets out the standards of behaviour expected from all members of the Board of Directors of the Club. It ensures that Board members act with integrity, accountability, and in the best interests of the Club and its members.

2. Responsibilities of Board Members

- Act in the best interests of the Club and its members at all times.
- Uphold the Club's values, mission, and charitable purpose.
- Understand and comply with all legal and regulatory obligations, including CASC requirements.
- Maintain confidentiality of sensitive information.
- Declare any conflicts of interest and withdraw from related decisions.
- Attend Board meetings regularly and prepare appropriately.
- Participate in decision-making respectfully, collaboratively, and constructively.

3. Standards of Behaviour

- Treat fellow Board members, staff, volunteers, and members with respect.
- Promote an inclusive, safe, and positive environment.
- Avoid behaviour that may harm the Club's reputation.
- Listen to and consider the views of others.
- Use Club resources responsibly and only for Club purposes.

4. Integrity and Transparency

- Act honestly and ethically.
- Ensure decisions are fair, evidence-based, and in line with Club policies.
- Record decisions clearly and maintain accurate meeting minutes.

- Declare gifts or hospitality that may be perceived as influencing decision-making.

5. Conflicts of Interest

- Board members must disclose any personal, financial, or professional interests that may conflict with their duties.
- The Board will maintain a register of interests.
- Members with a conflict should not participate in discussions or votes on the related matter.

6. Confidentiality

- Information obtained in the role of Board member must not be shared outside the Board unless authorised.
- Board members must not use confidential information for personal advantage.

7. Accountability and Compliance

- Follow all Club policies and procedures.
- Support the implementation of Board decisions.
- Accept collective responsibility for decisions made by the Board.

8. Breaches of the Code

- Concerns about breaches should be reported to the Chair.
- The Board will review and address any breaches fairly and consistently.
- Serious or repeated breaches may result in removal from the Board.

Approved by HSFC Board : _____