

## CODE OF CONDUCT FOR NATION COUNCIL MEMBERS

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## Nation Councils Code of Conduct

This Code sets out the standards of behaviour expected of CITB Nation Council members.

### Key Principles of Public Life

The key principles upon which this Code of Conduct is based are the Seven Principles of Public Life<sup>1</sup> (also known as the Nolan Principles). These are Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

### Values

Members' behaviour and attitudes are consistent with the values of CITB: Customer, Adaptability, Team, Accountability and Leadership.

### Respect

Members must treat each other, members of CITB staff and others they come into contact with when working in their role, with respect and courtesy at all times. It is expected that employees will show the same consideration in return.

### Commitment

Members must devote sufficient time preparing for and attending meetings to ensure they add value to the Board's work. Members who fail to attend two consecutive meetings or whose attendance falls below 50%, without permission of the Nation Council Chair, may be deemed to have insufficient time to fulfil the role and be required to resign.

### No personal benefit

Members must not benefit from their position beyond what is allowed by the law and what is in the interests of CITB. Members should offer advice solely in terms of industry's interests; they should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

### Declaration of interests

CITB appreciates that the Nation Councils are not decision-making bodies. However, as good practice and to ensure membership eligibility requirements remain fulfilled, CITB will ask members to annually highlight any changes to employment or interests which may affect members' roles on the Councils.

### Openness

Members must be open and responsive to each other, members of CITB staff and other stakeholders about their actions, work and use of CITB resources. Members must disclose any matter which could bring CITB into disrepute e.g. removal from any previous governance role or membership of organisations which may conflict with the aims, principles and values of CITB.

### Confidentiality

Members must respect the status of confidential issues they read and discuss. They are bound to maintain the status of this material and any discussions.

### Integrity

Members are required to use their knowledge, expertise and experience to offer advice in the interest of CITB and industry. Members should also promote and support the principles of good governance by leadership through example and should act in an individual capacity and not as a representative of any group, organisation or other individual.

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<sup>1</sup> <https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2>