

# LAMP Trustee Code of Conduct

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Approved by: Board of Trustees

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Trustees of LAMP hold a special responsibility. While every member, volunteer, and supporter contributes to our shared community spirit, trustees are entrusted with safeguarding the charity's future, setting its direction, and ensuring its activities reflect our values.

This Code of Conduct sets out the expectations for trusteeship at LAMP. It builds on, and goes further than, the general LAMP Code of Conduct, recognising the unique role trustees play in guiding, protecting, and nurturing the organisation.

## 1. Adhere to the LAMP Code of Conduct

- Trustees must adhere fully to the LAMP Code of Conduct and actively model its values and behaviours. Trustees are expected to set the tone for the organisation through their actions, conduct, and decision-making.

## 2. Act in the Best Interests of LAMP

- Place the interests of LAMP and its charitable purposes above personal interests or external loyalties.
- Act collectively as a board, taking decisions that support the long-term sustainability and well-being of the organisation.
- Exercise independent judgment while respecting collective responsibility.

## 3. Conflicts of Interest

### *a. Identifying and Declaring Interests*

- i. Trustees must declare any actual, potential, or perceived conflicts of interest as soon as they arise.
- ii. At the start of every board meeting, the Chair will ask trustees to declare any conflicts of interest relating to items on the agenda.
- iii. All declarations must be recorded accurately in the meeting minutes.

### *b. Register of Interests*

- i. LAMP will maintain a Register of Interests for all trustees.
- ii. Trustees are responsible for ensuring their entry in the register is complete, accurate, and kept up to date.
- iii. Interests to be declared may include (but are not limited to):
  1. Paid or unpaid roles with other organisations
  2. Family or close personal relationships connected to LAMP activities
  3. Financial interests, contracts, or services provided to LAMP
  4. Any situation where loyalty to LAMP could reasonably be questioned

**c. *Managing Conflicts***

- i. Where a conflict of interest exists, the trustee concerned must not participate in discussion or decision-making on the matter, unless expressly agreed by the board.
- ii. In some cases, the trustee may be asked to leave the room for that item of business.
- iii. All decisions involving conflicts must be managed transparently and in a way that protects LAMP's integrity, reputation, and public trust.

**d. *Collective Responsibility***

- i. Trustees share responsibility for identifying and managing conflicts of interest.
- ii. Declaring a conflict is considered a positive and responsible act, reflecting integrity and good governance.

**4. Provide Leadership & Direction**

- Help set and regularly review LAMP's vision, strategy, and priorities, ensuring they remain aligned with our mission and values.
- Support and challenge constructively, celebrate individual and collective success, encouraging thoughtful debate while maintaining respect.
- Ensure that LAMP's activities, productions, and initiatives remain focused on agreed objectives.

**5. Stewardship of Resources**

- Safeguard LAMP's assets - financial, physical, reputational, and intellectual - for the benefit of current and future members.
- Ensure resources are used responsibly, proportionately, and in line with agreed plans.
- Identify and manage risks in a balanced and thoughtful way, avoiding unnecessary exposure while enabling creativity and growth.

**6. Integrity, Accountability & Transparency**

- Act with honesty, openness, and fairness in all trustee business.
- Ensure decisions are made collectively, properly recorded, and communicated clearly where appropriate.
- Accept accountability for board decisions and be willing to explain and stand by them.

**7. Safeguarding & Safety**

- Take collective responsibility for ensuring that safeguarding and safety policies are in place, understood, and actively upheld.
- Promote a culture where everyone feels safe, respected, and able to raise concerns without fear.
- Give particular attention to the welfare of children and vulnerable individuals involved in LAMP activities.

**8. Collegiality & Respectful Board Culture**

- Work collaboratively with fellow trustees, valuing diversity of thought, background, and experience.

- Respect the principle of collective responsibility: once decisions are made, trustees support them publicly.
- Foster a constructive, kind, open and inclusive board environment that encourages participation and mutual respect.
- Help create a safe and supportive space in which trustees feel able to disclose personal circumstances, support needs, or difficulties affecting their ability to carry out their duties.

## **9. Continuous Learning & Improvement**

- Commit to ongoing learning and development to strengthen individual and collective effectiveness as trustees.
- Reflect regularly on board performance and seek opportunities to improve governance practice.
- Remain open to change, innovation, and new ways of working that support LAMP's future, including internal improvements that promote best practice and full legal compliance.

## **10. Leading by Example**

- Act as ambassadors for LAMP, representing the organisation positively within the wider community.
- Demonstrate commitment, reliability, and care in all trustee duties.
- Uphold and promote LAMP's values of inclusivity, respect, creativity, ambition, and enjoyment in every interaction.

By committing to this Code of Conduct, trustees affirm their responsibility to govern LAMP with integrity, care, and vision - ensuring it remains a welcoming, creative, and sustainable organisation at the heart of its community.