

## **BSA Trustee: Description of Duties**

**The statutory duties of a trustee are:**

- To ensure that the BSA complies with its governing document (the memorandum and articles of association), charity law, company law and any other relevant legislation or regulations
- To ensure that the BSA pursues its objects as defined in its governing document
- To ensure the BSA uses its resources exclusively in pursuance of its objects: the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are
- To contribute actively to the board of trustees' role in giving firm strategic direction to the BSA, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- To safeguard the good name and values of the BSA
- To ensure the effective and efficient administration of the BSA
- To ensure the financial stability of the BSA
- To protect and manage the property of the charity and to ensure the proper investment of the charity's funds
- To appoint the chief executive and monitor his/her performance

Trustees must hold at least four board meetings each year and are required to attend between four and eleven additional meetings each year dependent upon their role.