**Trustee Role Profile** 

**About East Renfrewshire Culture and Leisure (ERCL)**

East Renfrewshire Culture and Leisure Launched in July 2015. The Charitable objectives of the Trust are laid out in the *Articles of Association*:-

*The Company will promote, advance and further Charitable Purposes and activities through the provision of services which enhance and contribute to the health, fitness, personal development and wellbeing of the residents of East Renfrewshire (and beyond) including, but not limited to, educational, sporting, culture and heritage based and community activities.*

The Trust operates 4 sports centres with gyms, fitness and swimming pools; 10 libraries; 18 community centres and sports pavilions; a 350 seat theatre; and a range of sports, arts, heritage and cultural services. We run a number of programmes and activities including the Active Schools programme for East Renfrewshire, funded by sportscotland, the schools’ holiday programme, and a wide range of arts, sports, library and heritage services.

**Who are the Trustees?**

The trustees are those responsible under the charity's governing document for controlling the administration and management of the charity. The ERCL Board of Trustees include a Chair and Vice Chair. Current Trustees are:-

Prof. Grant Jarvie (Chair)

Katie Pragnell (Vice Chair)

Andrew Allan

Rob Crusher

Paul Edlin

Steven Larkin

Colm Merrick

Owen O’Donnell

Dr. Noreen Siddiqui

**Role of the Board of Trustees**

The Board is the governing body of East Renfrewshire Culture and Leisure Trust and holds ultimate responsibility. It is collective in its nature and whilst it can delegate duties, it cannot delegate responsibilities.

Trustees are responsible for making sure that the Trust is administered effectively, and in a manner consistent with its charitable purposes, and that it is able to account for its activities and outcomes to the Office of the Scottish Charity Regulator, its funding partners and to the public.

The Trustees must ensure that the Trust complies with company law, all other relevant legislation and regulations (including in relation to employment, health & safety, data protection and so on) and operates within the terms of its current Memorandum and Articles of Association.

**Statutory Duties of a Trustee** - from the Charities and Trustee Investment (Scotland) Act 2005

* to act in the interest of the charity
* to seek, in good faith, to ensure that the charity operates in a manner that is consistent with its objects or purpose
* to act with care and diligence that is reasonable to expect of a person who is managing the affairs of another person and
* to ensure that the charity complies with the provisions of this Act, and other relevant legislation

**Practical Responsibilities**

* Contribute actively to set the vision and strategic direction, define priorities and intended outcomes
* Approve a range of policies under which the executive will deliver all Trust activities
* Monitor progress against the strategy and evaluate Trust performance and impact
* Ensure the financial stability of the Trust including budget approval accounts monitoring
* Protect and manage the property of the Trust and ensure proper investment of funds
* Safeguard the positive reputation of the Trust
* Approval of the annual report and accounts
* Ensure compliance with regulators, in particular annual reports to OSCR and Companies House
* Approve incoming donations, fees, pricing and charges, outgoing grants and other funding distribution
* Appoint and support the chief executive officer and monitor his/her performance

**Expectations**

Beyond the legal obligations and practical responsibilities there are other matters expected of trustees:

* to support the agreed vision and theory of change; to help the Trust live its values
* to provide leadership and an inspirational presence to the executive
* to act always as an ambassador of the Trust
* to attend Board meetings and annual planning meetings or away days
* to serve on a committee of the Board and/or support an ad hoc working group