
The Role of the Trustee Board

Responsibilities and eligibility

Members of the IStructE Trustee Board (“The Trustees”) are responsible to ensure that the IStructE, a registered charity, is carrying out its purposes for the public benefit. In doing so, Trustees have a legal duty to act in the best interest of the IStructE; to manage the IStructE’s resources responsibly; and to act with reasonable skill and care.

1. Terms of reference and duties of the IStructE Board (Institution Regulation 6.2)

6.2 The Board

6.2.1 Terms of reference

- 6.2.1.1 The Board shall act with the advice of the Council and its committees to
 - 6.2.1.1.1 define the Institution’s strategy and policy and
 - 6.2.1.1.2 identify, discuss and approve those measures necessary to ensure the professional, technical and financial future of the Institution.
- 6.2.1.2 It shall do this by
 - 6.2.1.2.1 delegating the implementation of its decisions to its committees and/or to the Chief Executive,
 - 6.2.1.2.2 taking any necessary decisions, particularly where there is no established practice, and
 - 6.2.1.2.3 being the trustees of the Institution, with the duties listed under regulation 6.2.2.

6.2.2 Duties

The Board shall

- 6.2.2.1 be the charity trustees of the Institution,
- 6.2.2.2 ensure that the Institution complies with all relevant laws and regulations and with the requirements of the Charity Commission,
- 6.2.2.3 ensure compliance with the objects and values of the Institution, and with its Charter and Bye-laws,

- 6.2.2.4 approve policies, plans and forecasts, and ensure the provision of adequate resources to achieve the Institution's objects, and monitor performance against them,
- 6.2.2.5 ensure the financial strength and good performance of the Institution,
- 6.2.2.6 approve the annual report and accounts of the Institution,
- 6.2.2.7 set and maintain a framework of delegation and internal control,
- 6.2.2.8 approve all policies and decisions on matters that might create significant risk (financial or otherwise) to the Institution,
- 6.2.2.9 receive and consider the advice of the Council,
- 6.2.2.10 deal with the appointment (and, if necessary, the dismissal) of the Chief Executive,
- 6.2.2.11 support the Chief Executive and the staff in implementing decisions made by the Board and committees,
- 6.2.2.12 act with integrity, avoid any personal conflict of interest and ensure that the Institution's assets are not used for any purpose other than pursuance of its objects,
- 6.2.2.13 use reasonable skill and care in their work as trustees, and obtain professional advice where relevant, and
- 6.2.2.14 act as the final arbiter in appeals by staff relating to discipline, capability and grievance.
- 6.2.2.15 Upon the approval by the Board of the annual consolidated financial statements, the Chair of the Resources Committee shall (in addition to the Chair of the Board) sign the statements on behalf of the Board.

2. Eligibility Criteria – IStructE Trustee

The Board of Trustees has the ultimate responsibility for the Institution of Structural Engineers, a registered charity, which the Trustees administer *on trust* for the beneficiaries.

- The Charity's Act (as relates to IStructE) disqualifies a person from becoming a Trustee if:
 - they have been disqualified as a Company Director; and/or
 - they have unspent convictions involving dishonesty/deception/bribery/money laundering; and/or
 - they have previously been removed as a Trustee from any charity; and/or
 - they have been found to disobey a Direction of the Commission.

- The IStructE has additional criteria to those requirements set by the Charity's Act:
 - **Vice Presidents**, and those standing for election as Vice President, will be **Chartered Structural Engineers** of the Institution of Structural Engineers
 - **Board members**, and those standing for election as Board member, will be voting members of the Institution i.e. **Chartered Structural Engineers, Associates, Incorporated Structural Engineers, Technician or Graduate members** of the Institution of Structural Engineers
 - No member who has held 2 consecutive terms as an Institution Trustee shall be eligible for re-election as a Trustee until at least one year has elapsed since the date of their retirement from office.
 - Trustees, and those standing for election as a Trustee, will have submitted a current Institution Continuing Professional Development Return.