

# CPRE *London*

## Trustee roles and duties

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The roles and duties of the Trustees are to:

- Provide overall leadership and strategic direction for the London branch of CPRE in pursuit of its mission
- Set the strategy and overall policy, define goals, set targets and evaluate performance
- Keep the longer term development of the organisation under review in the light of the political, economic and social environment in which it operates
- Ensure the best use of resources and the financial sustainability of the whole organisation
- Ensure the charity complies with its governing instrument, charity law, company law and any other relevant legislation or regulations
- Safeguard the good name and values of the national body and the branch
- Ensure the effective and efficient administration of the organisation
- Promote the national body and its aims, and ensure good external relationships
- Protect and manage the property of the charity and ensure the proper investment of the charity's funds
- Develop the effectiveness of their own role and that of the governing body as a team
- Employ and support staff, and volunteers in the execution of their roles.

NCVO provides a useful summary of the role of a Trustee on its website:

<http://www.ncvo-vol.org.uk/advice-support/trustee-governance>

NCVO also publishes a *Good Trustee Guide* providing comprehensive information about a trustee's role, and guidance on developing an effective Trustee Board.

The Charity Commission provides helpful guidance on the role and responsibilities of a trustee; it is available on its website:

<http://www.charitycommission.gov.uk/publications/cc3.aspx>