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Being a BMA Charities Trustee

The successful nominee[s] will become Trustee[s] of the BMA Charity Trust Fund [Charity no. 219102] and the Dain Fund [Charity no. 313108] for a four-year term, subject to the approval of the Board of Trustees. Induction into this role will be offered, to help Trustees understand their duties. Although the Board may only meet two or three times a year, there is substantial work between meetings to respond to applications which come in steadily across the year, and to play a part in scrutiny of grant applications in Spring from medical students.

Personal Skills

A Trustee must [individually and as a Board]:

- ensure the Charity's values and activities remain true to its objectives
- act reasonably always in the interests of the Charity and of its present and future beneficiaries
- act personally and not as the representative of any group or organisation, regardless of how they were nominated, elected, or selected to become a member
- ensure that they remain independent and do not come under the control of any external group, organisation or individual
- report regularly to the Board any conflicts of interest with their other activities/duties
- report annually to the Chair on your skills and learning needs [Skills Audit]
- sign a declaration of their willingness and eligibility to act as a trustee when they are offered the role

Charity Governance

A Trustee has responsibility for:

- the Board's actions and decisions and all have equal status as Trustees. They must accept ultimate responsibility for directing the affairs of the organisation, ensuring it is solvent, well-run and delivering the outcomes for which it has been set up.
- compliance with the objectives and purposes of the Charity and with its governing documents
- setting or approving policies, plans and budgets to achieve those objectives and monitoring performance against them. Trustees are involved in agreeing or ratifying all policies and decisions which might cause significant risk to the organisation, financial or otherwise.
- ensuring the Charity's solvency, financial strength and performance
- ensuring that the Charity complies with all relevant laws and the regulations and requirements of the Charity Commission
- setting and maintaining a framework of delegation and internal control
- the appointment (and, if necessary, the dismissal) of the Director
- election of a Chair/Vice Chair of Trustees

Taking Part as a Trustee

Trustees are all expected:

- to make every effort to attend the Board meetings [usually twice a year: dates are set several months in advance]

- to be involved when asked in subcommittees and working groups [involvement in such committees or groups is in an advisory capacity as Trustees can only have the authority of the board when they are taking decisions together as a board]
- to prepare for meetings, read any board papers in advance, take an active part in board discussions, during and between meetings, and keep up to date with changes in charity law and regulation

Disqualification from acting as a Trustee

Some people are legally not permitted to act as Trustees for financial, criminal record and other reasons. The Charity Commission provides information here –

<https://www.gov.uk/guidance/automatic-disqualification-rules-for-charity-trustees-and-charity-senior-positions#the-automatic-disqualification-rules>. Please note in particular the “Disqualifying Reasons Table”.

27th May 2021