

SCOTTS PROJECT TRUST

The Board of Trustees: its role and responsibilities

The Trustees of Scotts Project Trust (“the Trust”) have ultimate responsibility for directing the affairs of the Trust, determining its future direction and ensuring that it is solvent, well-run, and delivering the charitable outcomes for the benefit of the public for which it has been set up. In fulfilling this role, trustees will:

Compliance

1. ensure that the Trust complies with charity law, and with the requirements of the Charity Commission as regulator; in particular that it prepares and submits an annual report and accounts as required by law;
2. ensure that the Trust acts in accordance with the requirements of its Memorandum and Articles of Association and that it remains true to the charitable purpose and objects set out there;
3. ensure that the Trust complies with the requirements of other legislation and other regulators which govern its activities;
4. act with integrity, and avoid any personal conflicts of interest or misuse of charity funds or assets;

Prudence

5. ensure that the Trust is and will remain solvent and has sufficient resources to meet its objectives, as set out in its Memorandum and Articles of Association;
6. use charitable funds and assets reasonably, and only in furtherance of the Trust’s objects, and avoid undertaking activities that might place the Trust’s assets or reputation at undue risk;
7. take special care when investing the funds of the Trust, or borrowing funds for its use;

Duty of care

9. use reasonable care and skill in their work as trustees, using their personal skills and experience as needed to ensure that the Trust is well-run and efficient;

The Trust’s activities

10. adopt, and keep under review, a strategy for the development of the Trust’s activities, as stated in its most recent Annual Report;
11. ensure that the Trust has a robust system of risk management, internal control and corporate governance which is appropriate to the needs of the Trust;
12. foster the Christian values which are essential to the character and spirit of the Trust;
13. communicate effectively and openly with all those who have an interest in its work; and
14. approve the appointment of the senior managers.

Considered and approved by the Trustees at their meeting on 23 January 2010