



Role and Selection of Council Members

UKELA is a registered charity and company limited by guarantee. It's Board, known as Council, is made up of trustees, also known as directors. Trustees must undertake their duties as set out by the Charity Commission: [Charity trustee: what's involved \(CC3a\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/charity-trustee-what-s-involved-cc3a)

Anyone who is not disqualified from being a trustee is eligible. You do not have to be professional, or in paid employment, or a graduate. UKELA is committed to a diverse and inclusive board and welcomes anyone who is committed to UKELA's mission and wants to help.

The Charity Commission has plenty of clear, helpful guidance on being a trustee on its website: [Charity Commission guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/charity-commission-guidance)

Council is bound by UKELA's Memorandum and Articles which sets out the position with regard to the upper limit on numbers, recruitment and disqualification of Council members, terms of office, ring fenced places and attendance at meetings. They are on our website: [What we do | UK Environmental Law Association - UKELA](https://www.ukela.org/what-we-do)

Council's main roles are listed below:

COUNCIL'S LEGAL DUTIES

- comply with the law on keeping financial records: annual statements of account, the audit of accounts, annual report and annual returns
- comply with the requirements of the memorandum and articles
- keep proper records of all meetings and any professional advice obtained
- ensure legal compliance eg. with regards to Health and Safety and employment law (or employing contractors)
- ensure all UKELA's activities come within its charitable objects
- ensure other accountability as required by the law (eg the Charity Commission, Inland Revenue, Customs and Excise, Registrar of Companies)

COUNCIL'S OTHER ROLES

- determining the charity's mission and purpose
- guarding UKELA's ethos and values
- strategic planning
- policy making
- financial management/producing ideas for generating income
- public and media relations
- reviewing its own performance

UK Environmental Law Association: better law for the environment

Registered charity 299498, company limited by guarantee in England 2133283
Registered office: One Glass Wharf, Bristol, BS2 0ZX www.ukela.org

President: Rt Hon Lord Carnwath CVO of Notting Hill



To do these things, the Council must set clear aims and objectives, establish priorities and ensure the charity's assets are being used for its purposes. All trustees are required to attend induction training at the start of their term of office.

This policy is updated every 2 years.

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