



Board of Trustees

A summary of its role, its members and the process for being elected as one of those members

Role of the Board of Trustees

- The Board shapes and approves the strategy of The Scout Association, making sure that we are taking action to achieve that strategy and ensures that the Association is meeting its legal and financial obligations. It is the Association's national decision-making body.
- The Trustees must act in the best interests of the Association as a whole (even if they are elected by a particular electoral college). They delegate authority for day-to-day activities to appropriate volunteers and staff. The Board meets formally at least 4 times each year (there is also a possibility of extraordinary meetings being scheduled throughout the year). Two out of the scheduled meetings will be hybrid and held mid-week, and two will be held on a Saturday which will be face to face. Once a year a meeting is held which includes a Friday afternoon and evening session alongside the UK Leadership Team, the Association's Executive Leadership Team and representatives of the Nations. In addition, Trustees are expected to attend the Annual General Meeting (AGM) and they are expected to sit on at least one of the sub-Committees which reports to the Board; these meet from 3-4 times a year.
- Matters which the Board has recently decided on include, for example, approval of the Association's budget for 2024/25.
- The Trustee role description can be found on our election website. Trustees are volunteers and are not paid although they can claim reimbursement for expenses, in accordance with our Expenses Policy. We give all new Trustees a full induction to the role, along with an allocated mentor for their first year, and all Trustees receive ongoing support, development and training.
- Being a Trustee can be rewarding and enjoyable and is a great way to influence Scouting: see "Need more information" below.

Who are the Members of the Board?¹

The Board has 20 members:

- 12 members nominated and elected by the Council of The Scout Association at the AGM: nine elected members * + three elected youth members **
- Three "ex officio" members: the UK Lead Volunteer, UK Youth Lead and Chief Executive
- Five members appointed by the Council at the AGM on the recommendation of the Board: The Chair of the Board, the Treasurer and up to three others.

Information about each of the current Board members can be found [here](#).

* Elected Members

- The nine elected members are split across electoral colleges: England South (three members), England North (three members), Scotland (one member), Wales (one member) and Northern Ireland (one member).
- As an elected member you will serve for a period of three years (starting from the date of the AGM) and can then choose to stand for election for a second three-year period.

** Elected Youth Members

- To stand as an elected youth member, you must have passed your 18th birthday before the the AGM and be aged 23 years or less at the qualifying date (31 January 2024).
 - As an elected youth member, you will serve for a period of three years (starting from the date of the AGM). You can then choose to stand for election for a for a further and final period of up to three years or until such time as you reach your 26th birthday whichever is first.
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Nominating a Candidate

- The Scouts actively encourage Council members to nominate candidates which will assist in reaching out to a wide and diverse pool of good applicants. We know we have talented members but it's our Council members that can really bring those individuals to our attention. We're committed to improving our diversity and we would particularly welcome applications from candidates from Black, Asian and minority ethnic backgrounds and disabled candidates, where we are under-represented on our Board.

Skills the Board are particularly looking to acquire in 2024

To be able to achieve our strategy, we need a board who are diverse in knowledge and experience. A recent skills audit of Board members identified that the Board would especially benefit from additional expertise in the area of Safety. This is to ensure continued diversity of thought and a wide spread of knowledge and experience across our Board membership. If you know of a member who you think would be a suitable candidate, please nominate them.

How do I stand for election?

- This year, we are holding elections for members in England South and Wales.
- To stand for election you must be:
 - Aged 18+ before the AGM (31 August 2024) (see further age requirement for youth members – above)
 - A current member or associate member of The Scout Association
 - Supported in writing by a Member of The Scout Association who is over 18 and holds an adult membership role and seconded by a member of the Council of the Association and
 - Not disqualified from being a charity trustee by virtue of the Charities Act.
- Please note the Code of Conduct which we expect all candidates to read and comply with throughout the election process, this is available on the nomination's website.
- You need to find two supporters (a “proposer” and a “seconder”) the proposer must be a Member of The Scout Association who is over 18 and holds an adult membership role and the seconder must be a Member of the Council of the Association. The list of Council membership can be found in [POR Chapter 6](#).
- After you have found a suitable proposer and seconder who have agreed to support you, please go online and complete the nomination form.
- If you wish to include a short video (max 1 minute and 10mb) outlining why you want to be a Board member – please upload where indicated on the nominations site.
- We will use the answers you give on the nomination form (and your proposer's and seconder's statements) word for word when we ask Council members to decide who to vote for. Please note that we can't correct any spelling mistakes or other errors you might have made.
- Your proposer and seconder each need to submit online written statements (maximum of 60 words each) indicating why they believe that you would make a good Board member. These statements should demonstrate that the proposer and seconder have given serious consideration to your suitability for the role in the light of, amongst other factors, the role description and person specification.

Your nomination form, and proposer and seconder statements, must be submitted online **no later than noon, Friday 21 June 2024.**

What happens next?

- The Shortlisting Panel will meet to consider all nominations against the required criteria. Those who meet the criteria will be put forward to the voting stage. You will be advised of the outcome.
- We will let you know when we have a completed nomination for you. We will also ask if you would like to attend the AGM, where the election results will be announced – although you don't have to attend if you don't want to.
- We will publish your name, along with the answers on your candidate information form and your proposer's and seconder's statements, on our online election website² (along with a link to your video, if you chose to send us one).³
- An email link to that website will be sent to all Council members asking them to vote online (unless there is only one validly nominated candidate in any category – in which case that candidate will be taken as elected unopposed).

The vote

- Electronic voting has become the default procedure and details will be sent to each Council Member in July. If you are unable to vote electronically, please let the Governance Team know.
- Each Council member can vote for one candidate in each Electoral College and for one youth member candidate. Voting closes at noon on 23 August 2024.
- We will announce the names of those elected at the AGM.⁴

Data Protection

The Scout Association use a third-party supplier, Mi-voice to manage the election process. This means we ask them to process data on our behalf. The data you have supplied will be stored on Mi-Voice's servers for 6 months following the close of the election. Your personal information will not be disclosed to any other organisation other than the Scout Association. The answers to your questions will form part of the election material that will be made available to the membership as part of this process, and as such TSA or Mi-voice cannot take responsibility for any onward sharing of the information. Details of the Election will be archived by TSA following the conclusion of the voting.

For more information you can view the [TSA Data Protection Policy](#) and the [Mi-Voice Privacy Policy](#).

Need more information?

- For more information about being a trustee generally, the Charity Commission's [The essential trustee: what you need to know, what you need to do](#) is a good start.
- And of course, if you have any questions about the Trustee role or the election process, please contact the Governance Team. Our contact details are below- we're here to help.

Governance Team

Email: governance@scouts.org.uk

² Voting is managed for us by independent election scrutineers, Mi-voice Limited.

³ We reserve the right to decline to publish submitted wording in exceptional cases: eg where the wording is or may be libellous. The Board's decision in any such case will be final.

⁴ We don't announce the number of votes cast for each candidate – but this information is available to all candidates, and all Council members, on request to the Governance Team.