



## UKSG Board of Trustees - Terms of Reference

### Responsibilities of the Board of Trustees:

The responsibilities of trustees are aligned to the general [Charity Commission Guidance](#) for trustees. Specific to UKSG, the responsibilities of the UKSG Board of Trustees are:

- Overall responsibility for UKSG strategy development
- Overall responsibility for UKSG policies and actions
- UKSG governance, e.g.:
  - Memorandum and Articles
  - Charity Commission liaison
  - Annual Report and Accounts
  - AGM
  - Trustee elections
- Oversight of administration of UKSG
- UKSG's financial health, stability and sustainability
- Setting and monitoring annual budgets
- Oversight of appropriate organizational compliance (e.g. GDPR)
- Oversight of policies and activities of each UKSG sub-committee

**Allied to these Terms of Reference are these associated documents which outline other aspects of the governance of UKSG:**

- [UKSG Articles of Association](#)
- [UKSG Byelaws](#)
- [Chair of UKSG – Role Description](#)
- [Vice-Chair of UKSG](#)
- [Trustee – Role Description](#)

**Charlie Rapple, Chair, UKSG**