



CIEH Board of Trustees: What is the Board responsible for?

Our Trustees ensure CIEH continues to serve our members and the public. The Board aims to ensure that, amongst its members, it has the wide range of experience, capacity and skills needed to provide leadership to CIEH, support its Chief Executive and their team and ensure robust governance.

Being a Trustee is a great opportunity to support CIEH in continuing to achieve its vision of creating safer, cleaner and healthier environments for the benefit of all. Trustees bring their experience and enthusiasm to help shape the future direction of CIEH and have the chance to learn from other members of the Board, working collaboratively to ensure we meet our charter, charitable and legal obligations.

Six Trustees are elected by CIEH members, up to six are appointed by the Board, as is the President. At the Special Meeting on 23 March 2023, members requested that the balance of elected trustees to co-opted members on the Board will be changed to 9 elected and 3 appointed. Implementing this new structure will be one of the Board's priorities following the elections this spring.

CIEH Board of Trustees Purpose

- The CIEH Board of Trustees exists to ensure good governance of CIEH.
- The Board is the ultimate decision-making body for CIEH and any subsidiaries.
- The Board guides all aspects of CIEH's work and decision making and ensures that CIEH remains true to its charitable mission and objects, solvent and sustainable.

Figure 1: CIEH Board of Trustees purpose

Responsibilities (including but not limited to)

- Further the charitable objectives of the organisation in the pursuit of public benefit.
- Regularly review and approve the strategic objectives of the organisation in collaboration with the Chief Executive and the Executive Management Team.
- Approve and ensure that the policy and practices of the organisation are in keeping with the charitable objectives and monitor performance against them.
- Oversee the development and delivery of policies and campaigns designed to raise awareness of the environmental health profession, and those who work within it, for the benefit of the public.

- Take legal and financial responsibility to safeguard the assets and the continuity of the organisation including the duty of prudence to ensure that the charity is and will remain solvent.
- Set and maintain a framework of delegation and internal control including a system for the regular review of the effectiveness of internal controls.
- Safeguard the wellbeing of the employees including workplace safety and other relevant legal requirements.
- Uphold and apply principles of equality and diversity and ensure that the organisation is fair and open to all sections of the community in all its activities.
- Periodically carry out strategic reviews of all aspects of the organisation’s work and use the results to inform positive change and innovation.
- Managing the Environmental Health Officers’ Welfare Fund (the Fund), including ensuring the strategic direction, structures, systems and operation of the charity accord with the law. For more information on the Fund’s governance, you can read its [Operational Procedures](#).

[Visit our website](#) for further details of Board responsibilities.

How long are Trustees elected for?

- Three-year term of office, with the maximum service of six years (or three years for the President).
- After serving six years, Trustees must wait a period of three years before seeking election or appointment again.

Time commitments

- Trustees will meet a minimum of three times per year, but as often as the Board determines to be appropriate.
- For managing the Welfare Fund, Trustees will meet a minimum of once a year and will agree to meet at such other times as are appropriate.

Figure 2: Term of office and time commitments

Support

The Board of Trustees is supported in its work by two committees and one advisory group: the Membership, Learning and the Profession Advisory Group, the Risk and Audit Committee and the Appointments and Remuneration Committee. As Trustees of the Welfare Fund, the Board is supported by a Welfare Fund Committee. The term of office on each Group/Committee shall be three years, renewable, provided that no member may serve for more than six years on the Group/Committee.

There are two vacancies in the Membership, Learning and the Profession Advisory Group, one vacancy on the Risk and Audit Committee, and two vacancies on the Welfare Fund Committee. If you would like to become a part of these groups to support the governance of CIEH, keep an eye out for application details in August.