



Greener & Cleaner - Trustee Role Description

The organisation

Greener and Cleaner (operating as Greener and Cleaner Bromley & Beyond) is a Charitable Incorporated Organisation registered in October 2021. Prior to our charitable status, we had operated as a Community Interest Company since 2019.

It was established in April 2019 to “support the local community by helping them reduce their environmental impact and address their local and national environmental concerns, in turn helping to improve community spirit, wellbeing and tackle loneliness.”

Since it was established it has grown an online community of thousands of households, has run a host of events, engaged successfully with the local council on projects, and galvanised a team of around a hundred volunteers to support delivery of our work.

- Our 3-year vision is “Normalising a greener, more sustainable way to live in all aspects of the lives of Bromley and the surrounding communities”
- and our Mission is “Working together with local residents, community groups, councils and businesses to make a measurable difference to our environment”

At the heart of our work, we are seeking to:

- ensure that sustainable living is popularised and normalised for all groups and demographics, not just some.
- engage in outreach, co-design and research to ensure that all groups understand and have the skills needed engage with sustainable living and it's wellbeing, cost saving and community building co-benefits.
- ensure that all groups, including hard to reach or marginalised groups, are empowered to use their voices as well as those choices.

We're an ambitious group determined to make measurable and lasting impacts. For more information please check out our Facebook group here-

https://www.facebook.com/groups/greenerandcleaneruk/?multi_permalinks=1040098699790891

Video of our Community Support Hub (March 2022 Launch):

<https://www.youtube.com/watch?v=s6VT8paw1Gc>

And our website <https://www.greenerandcleaner.co.uk/>

The G&C Trustee role

The primary role is to ensure with other Trustees that he/she accepts ultimate responsibility for the affairs of Greener & Cleaner (G&C) and ensures that it is solvent, well run and delivering the charitable outcome for which it has been set up.

Trustees play a key role in supporting the charity with strategy and growth in terms of the charity itself and also its national aims: ie its Community Support Hubs Pilot and Blueprint for the UK and its 'diversity and accessibility in sustainable living comms and practical support' behavioural science



research with Imperial College London, UCL and others, (all of which is intended to empower the charity and public sectors).

Duties of the role

- Contribute to setting the strategic goals and monitoring performance by active participation in Board discussions and decision making.
- Helping to ensure that G&C complies with its governing documents, the law and all other relevant documentation.
- Demonstrating a commitment to G&C's objectives.
- Helping to identify risks and ensuring appropriate controls are in Place.
- Helping the Board to make sound decisions by making available their own personal knowledge and experience.
- Assisting the Chair to appoint and appraise the performance of the Senior Leadership Team members.
- Making all reasonable effort to attend Board meetings, Away-days, development meetings, publicity events and other such public functions as requested by the Chair.
- Where possible, actively assisting the charity to build their connections and partnerships for the purposes of most effectively delivering their goals and fundraising.
- Ensuring that the charity's focus on diversity, inclusion and equity remains at the heart of its strategy and delivery.

Person Specification

The Trustees have identified a pressing need for the following skills, experience and attributes to supplement the Board and support the current strategy of the charity. Applicants who can demonstrate any of the below will be of great interest:

- Experience of successfully influencing a variety of audiences at a local and/or national level
- Lived experience of Equality, Diversity and Inclusion issues
- Fundraising and Income generation
- Marketing and Communications
- Strategy and partnerships

In addition to the above, our Trustees will ideal also demonstrate:

- A commitment to the objectives and activities of G&C.
- A willingness to devote time and effort to G&C.
- Have strategic vision, an ability to think creatively and an appropriate level of financial literacy.



- Understanding of and acceptance of the legal duties, responsibilities and liabilities of their position.
- Have good independent judgement.
- Be willing to effectively act as part of a team.
- Adhere to the Nolan principles of public office; selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- A willingness to allow the Employee/s to make reasonable decisions and to act within the limits prescribed by the Board.

Tenure and conduct

- Trustees are expected to commit to a minimum of one three-year term, and up to three consecutive terms. A Trustee is welcome to nominate themselves to the Board following a third term, consecutive or otherwise, should the appointment be deemed essential to the skills required to service the charity's activities.
- Trustees are expected to undergo an annual light touch appraisal with the Chair (The Board to nominate a suitable appraiser from among them for the Chair) to ensure they are happy in their role and contributing as expected.
- Trustees must be open to training as deemed appropriate for the activities of G&C and the responsibilities and experience of the Trustee. This will include safeguarding as per the charity's policies.
- Trustees who do not attend three consecutive Board meetings may be removed from the Board (in accordance with the process described at 4b of the G&C Constitution). The Chair will make a recommendation to the Board based on apologies received and a discussion with the Trustee in question.
- Any Trustee deemed to be unable or unwilling to execute their duties as described here, may be removed as above.
- Any Trustee deemed acting against the charitable objects and/or in a way which brings the reputation of the Board and G&C into disrepute may be removed as above.



Individual trustee skills audit

Name

Level of expertise: 1 = highly experienced, 2 = proficient, 3 = some experience, 4 = no experience

Skills, expertise, knowledge qualifications	Level of Expertise				Comments
	1	2	3	4	
Administration					
Charity Experience (indicate at what level, i.e. Officer /Management/Governance/Board /Committee					
Campaigning					
Change management					
Chairing meetings					
Conflict resolutions					
Contract/Relationship Management					
Crisis Management					
Customer care					
Digital					
Enterprise/business development					
Environmental Sustainability					
Facilitating meetings					
Finance					
Fundraising and Income generation					
HR/Training/People management					
Influencing					
IT/systems					
knowledge or championing of diversity & inclusion					
Leadership/ Team development					
Legal					
Marketing/PR/Communications					
Project management					
Property					
Risk Management					
Service user/beneficiary of the organisation					
strategy and partnerships					
Other (Specialist experience or qualification relevant to voluntary organisations e.g. medical, campaigning, advice, etc.)					