

Introduction

This document sets out the role of Trustees of the UK Research Integrity Office (UKRIO), describing their purpose, duties and term of office, and the support provided to Trustees by the charity to help them carry out their role.

The role of Trustees

- UKRIO Trustees share the collective responsibility for the effective governance and development of UKRIO, setting its major policies and agreeing the strategic direction with the Chief Executive and senior staff in accordance with UKRIO's objectives.
- UKRIO Trustees are expected to enter into a positive and proactive relationship with UKRIO and its staff, as well as providing oversight and guidance for its future strategy and fulfilling the necessary statutory governance obligations.
- UKRIO Trustees are ambassadors for UKRIO and will fully embody its values.

Term

- UKRIO Trustees will be appointed for an initial term of three years, renewable by election for a further three years, with nine years maximum in exceptional circumstances.

Specific and statutory duties

- To exercise independent judgment.
- To exercise reasonable care, skill and diligence.
- To respect Trustee Board and individual confidentiality, to disclose matters that should be transparent and open.
- Not to accept benefits from third parties or gain materially or financially by reason of being or doing anything as a Trustee.
- To declare any conflict of interest.
- A duty of compliance with UKRIO's objectives, its governing documents and all relevant legislation and regulation.
- A duty of care, to ensure that UKRIO is well run and efficient and that professional advice is sought in order to manage risk.

To support its Trustees, UKRIO will:

- Provide a high level of governance support to ensure Trustees are fully equipped to carry out their duties at Trustee Board meetings, sub-committees and other formal meetings where they represent UKRIO.
- Provide Trustees with access to the latest information about UKRIO so they are well informed to act as ambassadors.
- Equip Trustees with the necessary materials, information, resources and assistance for all activities they will undertake on behalf of UKRIO.
- Provide an induction programme.