



ROVERS TRUST BOARD TERMS OF REFERENCE

1.0 Purpose of the Rovers Trust

Rovers Trust is a special kind of Industrial and Provident Society, called a Community Benefit Society. It is not operated to generate profit, but rather owned and operated by and for the benefit of its members to secure the future of Blackburn Rovers Football Club for the sole benefit of the club, its supporters and the wider community.

The purpose of the Rovers Trust Board is, on behalf of its membership, to obtain full or part ownership of Blackburn Rovers Football Club and its assets on behalf of fellow supporters in order to represent supporters' views whilst protecting the club's short and long-term future.

In discharging its obligations the Trust Board will:

1. Be open to all, democratic and inclusive;
2. Be independent in thinking and decision-making;
3. Take a long-term view, independent of current or subsequent ownership, to safeguard the club's history and future;
4. Ensure the membership to be affordable and accessible to as many supporters as possible;
5. Ensure one member, one vote; a say in the future direction of the Trust, eventually the club;
6. Ensure preferred membership rewards for all community shareholders.

2.0 Roles and Responsibilities

2.1	The Rovers Trust will operate in line with the Model Rules for a Sports Club Community Mutual.
2.2	The Trust Board will comply with its instructions and its Terms of Reference will be reviewed at least annually.
2.3	The Trust Board is subject to governance, ethical and legal guidelines. This includes requirements around ethical behaviour, conflicts of interest declarations and maintaining a Register of Interests.
2.4	The Trust Board will be responsible for the assurance that its activities are of a high quality and value for money.
2.5	The Trust Board will ensure continuous and meaningful engagement with its membership in the planning and delivery of its objectives.
2.6	The Trust Board will ensure that the Rovers Trust achieves a balanced budget.
2.7	The Trust Board will lead the development of the planning process for the Rovers Trust.

3.0 Deliverables

3.1	Lead the development of the Rovers Trust locally to ensure that the Trust remains fit for purpose.
3.2	Communication and sharing of information with its membership.
3.3	Minutes recording the decisions reached and the reasons for such decisions shall be maintained.

3.4	The publication of the Rovers Trust Annual Report and Accounts.
4.0 Constraints/Risks	
4.1	The Rovers Trust will work within the Model Rules for a Sports Club Community Mutual.
5.0 Membership	
5.1	<p>The membership of the Trust Board is:</p> <ul style="list-style-type: none"> Up to 6 elected (voting) members (to include the Chair and Vice-Chair). <p>The Term of Office for elected Board Members is 2 years.</p> <ul style="list-style-type: none"> Up to 6 co-opted members. Those in attendance. <p>In the absence of the Chair the Vice Chair will conduct proceedings.</p>
5.2	The Trust Board will also invite other individuals to attend meetings as required from time to time. These individuals will not have voting rights.
5.3	The Trust Board reserves the right to co-opt additional members where appropriate.
6.0 Governance and Reporting	
6.1	<p><u>Reporting arrangements – to:</u></p> <p>The Trust Board will report to its membership. The Trust Board will make the minutes of meetings available to its membership on request and will keep them informed by messages from the Engagement Officer, the Rovers Trust website and social media accounts.</p>
6.2	<p><u>Reporting arrangements – from:</u></p> <p>The Trust Board may also, on occasions, be required to establish Task and Finish Groups for specific projects.</p>
6.3	<p><u>Quorum</u></p> <p>A meeting of the Trust Board shall be quorate when there are a minimum of two elected members present.</p> <p>In the case of the exceptional circumstance described below:</p> <ul style="list-style-type: none"> Where a decision is to be made where a conflict of interest exists with a sitting Chair, the quorum will only be achieved if another two members are present.
6.4	<p><u>Attendance</u></p> <p>Each member is expected to attend 75% of scheduled meetings per annum.</p>
6.5	<p><u>Review</u></p> <p>The Terms of Reference will be reviewed annually by the Trust Board at the first meeting of the financial year.</p>
7.0 Relationships/Interdependencies with other bodies	
7.1	The Trust Board will cooperate and collaborate with other organisations in order to achieve its objectives.
8.0 Location of shared information such as plans, or contact information	
8.1	These will be stored electronically on the Rovers Trust website.
9.0 Schedule of Meetings	
9.1	The Trust Board will meet a minimum of 6 times per year and, in addition, will hold an Annual General Meeting to present the Rovers Trust Annual Report and Accounts.