Chair Responsibilities

Estimated time commitment – 0.5 hours per week

- Ensure that DSN’s Charity Commission and Office of the Scottish Charity Regulator returns are completed as required
- Check that prospective trustees are not excluded from acting as a charity trustee (see guidance https://www.gov.uk/guidance/automatic-disqualification-rules-for-charity-trustees-and-charity-senior-positions) by checking the
  - Individual Insolvency Register (England & Wales) https://www.insolvencydirect.bis.gov.uk/eiir/
  - Register of Insolvencies (Scotland) https://roi.aib.gov.uk/roi/PublicSearches/PublicSearch
  - Companies House register of disqualified directors https://beta.companieshouse.gov.uk/search/disqualified-officers
- Chair DSN committee meetings or delegate chair role to another committee member
- Respond to enquiries made via the DSN chair contact form
- Provide a report for the AGM

This document will be updated when necessary.

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Author: DSN committee