



Living Streets Chair of Trustees Candidate Pack

September 2025

We are Living Streets, the UK charity for everyday walking. Our mission is to achieve a better walking environment and inspire people to walk more.





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Message from Chair of Trustees and Vice Chair

Dear Applicant,

Thank you for your interest in the role of Chair of Trustees at Living Streets. Within the Living Streets family, we have a trading arm, Living Streets Services, that has a separate board with its own chair.

Living Streets is the UK charity for everyday walking. Our mission is to achieve a better walking environment and inspire people to walk more. This is a brilliant time for an incoming chair: still a newish political context; a dynamic and experienced new Chief Executive, Catherine Woodhead, leading a robust organisation; and a new strategy emerging that will take us towards our centenary in 2029.

With our thousands of members and supporters we run campaigns for positive change and for campaign policies that improve our streets such as encouraging families to walk to school, 20 mph speed limits and controlling pavement parking. We manage innovative national projects, engaging with schools, communities and workplaces to encourage more people to walk short journeys. Our year-round walk to school challenge captures the imagination of children in over 2000 schools - and gets them walking more. It's better for them, their community and the planet. We work with local authorities and businesses to improve streets and public spaces, with a shared understanding of the crucial importance of walking and active travel. Our reports such as The Pedestrian Pound (updated in 2024), make a substantial contribution to the active travel agenda.

Our charity trustees play a key part in strategy development and then bringing that strategy to life with a commitment to the values and objectives of the charity.

We've come a long way since our foundation as The Pedestrians' Association in 1929, but we have not lessened our motivation or desire. Today we are a modern organisation with a staff team of 90 and an excellent reputation for evidence-based policy, innovative campaigning and high-quality projects. We shall be planning our 100th birthday in the coming years.

We are looking for a passionate and dynamic leader. If you share our values and vision, we would love to hear from you! We actively welcome applications from people from a diverse range of backgrounds and from all parts of the UK.

Please do get in contact with us via email at recruitment@livingstreets.org.uk if you would like to have a chat about your interest.

Dame Jane Roberts
Chair of Trustees

Christopher Martin
Vice Chair of Trustees

Role Description

Title: Chair of Trustees

Location: UK wide with easy access to London for meetings

Term: 6 years (2x 3-year terms)

Time commitment: 18 days per annum

Anticipated start date. July 2026, following the AGM, to allow for a transition period with the current Chair who is stepping down in September 2026.

The Chair of Trustees plays a pivotal role in charity governance. The Chair leads the Board of Trustees and ensures that the organisation is working within its charitable objectives and has a clear strategic direction. The Chair and the Chief Executive work closely together to ensure the good performance of the organisation and should be clear about the different roles that they play. The Chair holds the Chief Executive accountable for the performance of the charity but does not get involved in detailed management decisions which are the responsibility of the Chief Executive.

The Chair will provide visible Board leadership to staff and supporters and is accountable to members at the annual AGM for the charity's performance. The role chairs meetings of the Board of Trustees, the Executive Committee of the Board, and the Living Streets Services Company Board (trading subsidiary). In addition, the Chair will be in regular contact with the Chief Executive and attend other events as appropriate. The role is a voluntary unpaid position, though reasonable expenses will be reimbursed.

Principal responsibilities:

Strategic leadership of the charity

- Provide leadership of the Board of Trustees and to ensure that trustees fulfil their duties and responsibilities to provide effective governance of the charity
- Ensure that the Board operates within the charitable objects of Living Streets and sets a clear strategic direction for the organisation
- Effectively monitor the charity's overall performance and ensure compliance with all regulatory, legal, and governance requirements
- Ensure that the Board is able to regularly review major risks and satisfy itself that systems are in place to manage and mitigate these risks
- Ensure that the Board fulfils its duties to ensure sound financial health of the charity, with systems in place to ensure financial accountability

Manage the efficiency and effectiveness of the Board of Trustees

- Chair meetings of the Board of Trustees, Executive Committee and Trading Subsidiary Company Board effectively and efficiently, ensuring that members are fully engaged and that decisions are taken in the best, long-term interests of the charity and that the board takes collective ownership of these decisions
- Work closely with the Chief Executive to ensure meetings are well planned, meaningful and reflect the key responsibilities of trustees
- Ensure that the governance arrangements of the charity (and trading subsidiary) are working in the most effective way for the performance of the organisation.
- Ensure that the Board of Trustees is regularly refreshed and incorporates the right balance of skills and experience, and reflects the wider population
- Work within any policies adopted by Living Streets such as the Equality and Diversity policy and Safeguarding policy.
- Ensure that Trustees act reasonably, always act in the interests of the charity and comply with the charity's code of governance. To confront any Trustees failing in their duties

Ensure an effective and supportive relationship with the Chief Executive and wider staff team

- Support the Chief Executive, respect the boundaries between the two roles, and ensure that the Board focuses on its responsibilities and allows the Chief Executive and staff team to focus on the operational management of the organisation
- Hold the Chief Executive to account, ensuring that they are clear about the key performance indicators to which they will be held accountable, and conduct an annual appraisal and remuneration review for the Chief Executive in consultation with other Trustees
- Ensure regular contact with the Chief Executive and develop and maintain an open and supportive relationship within which each can speak openly about concerns, worries and challenges
- Ensure that the Chief Executive has the opportunity for professional development and has appropriate external professional support
- Provide visible Board leadership to staff, supporters and members, working closely with the Chief Executive, including attending formal and informal meetings, events and visits as appropriate

The above list is indicative and not exhaustive. The Chair will be expected to perform all such additional duties as are reasonably commensurate with the role.

Person Specification

E = essential D = desirable

Experience	<ul style="list-style-type: none">• Experience of operating at a senior strategic leadership level within an organisation (E)• Successful track record of achievement through their career (E)• Experience of charity governance and working with or as part of a Board of Trustees (E)• Experience of external representation, delivering presentations and managing stakeholders (E)• Significant experience of chairing meetings and events (D)
Knowledge and skills	<ul style="list-style-type: none">• Strong leadership skills, ability to motivate staff and volunteers and bring people together (E)• Broad knowledge and understanding of the not-for-profit sector and current issues affecting the sector (E)• Good understanding of charity governance issues (E)• Broad understanding of charity finance issues (D)• Knowledge of public realm and walking sector and related issues (D)
Personal	<ul style="list-style-type: none">• A passion for the strategic objectives and values of Living Streets (E)• Strong interpersonal skills and the ability to build supportive and effective working relationships (E)• Able to commit time to conduct the role well, including travel and attending events out of office hours (E)• Commitment to equality and diversity and the ability to implement Living Streets' policies (E)

Time commitment

The Chair of Trustees is expected to attend and participate in the following:

- Five Living Streets board meetings a year (4-6pm) – currently held on a Thursday afternoon
- Four Living Streets Services Board meetings a year (2-4pm) – currently held on Thursday afternoon (ahead of the Living Streets meeting)
- An Annual General Meeting and Annual Walking Summit
- Trustee 'away' sessions, held in person, no less frequently than one whole day or two half day, annually

Board meetings have historically been held in London. All Trustees are encouraged to come in person to some meetings. We will fully reimburse travel expenses when attending official engagements in person.

Safeguarding

Living Streets is committed to safeguarding and promoting the welfare of children, young people and adults at risk; and expects all our staff and volunteers to share this commitment.

Application process

To apply for this position, please forward your **CV** and **covering letter** which set out relevant experience, skills, the reasons for your interest in joining the Living Streets Board of Trustees, and a list of any other directorships or trusteeships that you currently hold. Please ensure that your application fully addresses the appointment criteria outlined in the Person Specification.

We kindly ask you to provide details of two referees (including their name, position, organisation, email, and telephone number) who are relevant to this role. We will seek your approval before approaching any referees.

Please ensure that you have included the best number to contact you on and let us know if there are any dates when you might be unavailable or might have difficulty with the indicative timetable.

Please email your application to: recruitment@livingstreets.org.uk by the advertised deadline.

Applicants are encouraged to complete the Applicant Equal Opportunities Monitoring Form, accessible via the link on the advert page of our website. This form is completely anonymous and will not be treated as part of your application. The information provided on the form will be used for statistical purposes only.

Closing date for applications: Monday, 03 November 2025 at noon.
Interview date: Wednesday, 20 November 2025 in London office.

These dates may be subject to change and candidates will be advised in advance should this happen.

Shortlisted candidates may be required to undertake additional assessment prior to the panel interview. Notification will be provided one week in advance of the scheduled interview date.

Please let us know if you have any access requirements so we can make appropriate adjustments for you to attend an interview which will be held in person in London office.

If you require any further information, please visit our website www.livingstreets.org.uk or contact us on recruitment@livingstreets.org.uk