

## Trustee Board

**The Trustee Board has full responsibility and accountability for the management of the Charity and must:**

- act strictly in accordance with the Charity's governing document.
- act in the charity's interests only and without regard to private interests.
- manage the charity's affairs prudently and take a long-term as well as a short-term view.
- develop a 5 year strategy and an annual business plan
- develop a Human Resources policy

### **The Trustee Board will**

- nominate to the AGM a Chairman and Vice Chairman of the Trustees
- appoint an Honorary Treasurer to the Charity
- manage the Charity's finances
- invest monies on behalf of the Charity
- set aside income as a reserve against future expenditure but only in accordance with a written policy about reserves
- open and operate such bank and other accounts as the trustees consider necessary and to invest funds and to delegate the management of funds in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000
- agree the strategic direction and the business plan for the Fellowship.
- approve other policies and procedures as may be necessary in furtherance of the Fellowship aims and objectives
- monitor the implementation of the business plan
- undertake such contact as may be necessary with NHS Authorities in each of the three countries, other national statutory bodies, charitable and similar organisations, as required for the transaction of Fellowship business
- arrange an Annual General Meeting
- meet not less than once a year
- keep such records as are necessary to manage and administer the affairs of the Fellowship and in compliance with appropriate legislation.
- refer any specific matter to a sub-committee for detailed consideration and to report back to the Trustees.
- appoint a Chief Executive Officer and delegate authority to him or her to act on the Trustees' behalf
- communicate with the elected Country and Regional Representatives on all matters concerning the Charity
- raise funds. In doing so, the Trustees must not undertake any taxable permanent trading activity and must comply with any relevant statutory regulations;
- co-operate with other charities, voluntary bodies and statutory authorities and to exchange information and advice with them;
- ensure that all trustees are not disqualified from being a trustee of a registered charity
- receive and review the views of Branches and members as reported to the Trustee Board

by the National Council

- Receive and consider the annual report from the National Council

**The Trustee Board may:**

- buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the charity. In exercising this power, the trustees must comply as appropriate with sections 117- 122 of the Charities Act 2011;
- borrow money and to charge the whole or any part of the property belonging to the charity as security for repayment of the money borrowed. The trustees must comply as appropriate with sections 124 - 126 of the Charities Act 2011, if they intend to mortgage land;
- establish or support any charitable trusts, associations or institutions formed for any of the charitable purposes included in the objects;
- acquire, merge with or enter into any partnership or joint venture arrangement with any other charity formed for any of the objects;
- instigate any relevant legal proceedings or advice concerning the Trustee Board, National Council or Branches
- convene an extraordinary general meeting of the Charity upon the signed requisition of not less than 5 of the members of the Trustee Board within twenty eight days of receipt of the requisition and specifying the special business
- co-opt to the Trustee Board as necessary
- do all such other lawful things as are necessary for the achievement of the strategy and business plan.

**The Trustee Board must not:**

- cause loss to the charity by acting unlawfully, imprudently or outside the terms of the charity's governing document.
- commit the charity to debts which amount to more than its assets.