

## **Authorised Board Business**

### **1) INTRODUCTION**

The purpose of this policy is to clearly identify when Trustees may be considered to be engaged in authorised Board business.

### **2) POLICY**

- a) Authorised Board Business is business which has been put before the Board and which the Board has approved in advance and which the individual is engaged in as a representative of the Board.
- b) Where it is not possible because of the circumstances (generally this will be where the invitation was received after the last board meeting, and the event will be before the next one) for the individual to put the request for approval to the whole Board, approval may be sought from a the Chair (or nominee of the Chair), after consultation with the Chief Executive or nominee).
- c) The decision of the Chair will be final.
- d) Any expenditure incurred without prior approval in accordance with the above will not be reimbursed and will remain a cost to the individual.

### **3) RESPONSIBILITY**

- a) The Chair is responsible for ensuring that this policy is adhered to

### **4) COMPLIANCE**

- a) Where an individual Trustee is in breach of this policy they may be asked to tender their resignation.

### **5) REFERENCES**

- a) Trust Deed