

V-Aid (Victual Aid)

Trustee Board Reserved Powers Policy



Trustee Board Reserved Powers Policy

approved by Trustees on 13/10/26

The policy will be subject to an annual review.

Signed: *C. Lau* (Christin Lau on behalf of Trustees)

Trustee Board Reserved Powers Policy

Reserved Powers

The Board of Trustees retains responsibility for decisions that must remain with the trustees under V-Aid's constitution, applicable law or regulatory requirements, together with matters that the Board considers sufficiently significant that they should not be delegated.

These will normally include:

- Approval of V-Aid's overall strategic direction and significant changes to its activities.
- Approval of annual budgets, annual accounts and the Trustees' Annual Report.
- Appointment of an independent examiner or auditor where required.
- Significant financial commitments, borrowing, investments, opening or closing bank accounts, or major contractual commitments outside normal delegated authority.
- Significant changes to staffing structures, remuneration arrangements or employment matters where trustee approval is appropriate.
- Payments or contractual arrangements involving trustees or connected persons, subject to V-Aid's constitution and Conflict of Interest Policy.
- Approval of significant governance policies and material changes to those policies.
- Changes to V-Aid's constitution or charitable objects.
- Decisions concerning significant financial difficulty, insolvency, merger, closure or other major organisational change.
- Oversight of serious incident reporting and significant regulatory matters.
- Matters that are novel, contentious, unusually high-risk or fall outside existing delegated authority.
- Any other matter that the Board decides should be reserved to itself.

Board Advisory

The Board should be kept appropriately informed of significant matters that could materially affect V-Aid, its beneficiaries, activities, finances, reputation or ability to operate.

These may include:

- Suspected or actual fraud, serious financial irregularity or significant financial loss.
- Serious allegations involving V-Aid or people acting on its behalf.
- Significant regulatory, audit or inspection concerns.
- Significant adverse publicity or reputational issues.
- Serious or reportable safeguarding, data protection, health and safety or other compliance matters.
- Major operational incidents or disruption.
- Significant injury or illness connected with V-Aid's activities where this creates a material risk or impact for the charity.
- Large, unusual or potentially problematic donations where trustee awareness is appropriate.
- Matters that may meet Charity Commission serious incident reporting requirements.
- Any other significant matter that the Board could reasonably need to know about.
- The level and timing of information provided to trustees should be proportionate to the seriousness and urgency of the matter.

Urgency Action

Where an urgent decision cannot reasonably wait until the next Board meeting, action may be taken within existing delegated authority or through other arrangements permitted by V-Aid's constitution and governance procedures.

Where a matter would normally be reserved to the Board, urgent action should only be taken where this is lawful and appropriate.

Significant urgent decisions should be reported to the Board as soon as reasonably practical and appropriately recorded.

Board Compliance

When exercising its reserved powers, the Board will act in V-Aid's best interests and within the powers available to it under the charity's constitution and applicable law.

Trustees will take reasonable steps to:

- Consider relevant information available at the time.
- Identify and appropriately manage conflicts of interest.
- Consider significant risks and the likely consequences of decisions.
- Comply with relevant legal, regulatory and governance requirements.
- Record significant decisions appropriately.
- Seek professional or specialist advice where this is reasonably necessary.