



## IAPB BOARD: TERMS OF REFERENCE

### 1. PURPOSE

The Board oversees the management and administration of IAPB under its [Memorandum](#) and [Articles of Association](#). It takes legal responsibility for IAPB as a registered organisation (currently registered as a Company Limited by Guarantee and a Charity in the UK). It approves main policy positions, strategy, financial and human resource policies and strategies.

### 2. TERMS OF REFERENCE

#### Core responsibilities

To ensure that IAPB:

- Complies with charity and companies law in the UK, and with other legislative and regulatory requirements, in particular ensuring that IAPB prepares reports and accounts as required by law
- Does not breach any of the requirements or rules set out in its governing documents
- Remains true to its mission and purpose
- Remains solvent
- Uses its funds and assets reasonably, effectively, and only in furtherance of IAPB's mission and purpose
- Invests those funds not immediately required properly and prudently
- Acts with integrity, avoids any personal conflicts of interest or misuse of IAPB funds or assets by Board members, and is protected from personal conflicts of interest or misuse of funds or assets by others
- Approves the priorities, strategies and policy positions, taking into due consideration input from IAPB members through the Council of Members

To fulfil its core responsibilities, the Board is required to:

- Approve structures and mechanisms for the admission of members of IAPB, the rights and privileges of such members, and the mechanisms through which members engage in the decision making and activities of IAPB
- Appoint a Chief Executive, and annually review their performance



- Approve strategies, work plans and budgets
- Approve financial and human resources policies and procedures, including policies governing conflicts of interest or misuse of funds or assets
- Monitor and evaluate progress in relation to strategies
- Periodically review work plans and their implementation
- Review and approve accounts
- Maintain and review a register of risks
- Approve core IAPB policy positions
- Be the final arbiter in any conflicts between members of IAPB
- Uphold, and provide governance according to, the IAPB's values and membership standards
- Establish and hold accountable such Board Committees as it deems necessary to fulfil its responsibilities effectively
- Review the Board's own performance periodically

The Board of Trustees may delegate certain powers to the Executive and Audit Committee in order to more efficiently fulfil the responsibilities above, as per article 13.5 of the IAPB Articles of Association.