



## ALEXANDRA PARK AND PALACE CHARITABLE TRUST BOARD

23 MARCH 2020

**Report Title:** Finance, Resource, Risk and Audit Committee (FRRAC) Chair's report

**Report of:** Sarah Williams, Chair of FRRAC

**Local Government (Access to Information) Act 1985** N/A

### **1. Introduction**

- 1.1 FRRAC is a non-decision making committee established by the Trust Board to support the Board in delivering its finance, resource, risk and audit responsibilities.
- 1.2 The minutes of FRRAC meetings are circulated to the Trustee Board Members in their information pack.
- 1.3 This report highlights relevant considerations of the FRRAC at its meeting on 25<sup>th</sup> February 2020 and makes recommendations to the Board.
- 1.4 The meeting was attended by: Sarah Williams, Anne Stennett, Dana Carlin, Bob Hare, Claire Pape, Louise Stewart, Emma Dagnes, Dorota Dominiczak and Nat Layton (clerk) There were no apologies.

### **2. Recommendations**

- 2.1 **That the Five-Year Strategic Plan be approved by the Trustee Board** (Agenda Item 17);
- 2.2 **That the Trustee Board approve the recommendations in the Exempt Pay Report** (Agenda item 16);
- 2.3 **That the Trustee Board adopt the following policies, updated as part of the annual review of policies:**
  - i. **Code of Conduct**
  - ii. **Conflicts of Interest**
  - iii. **Complaints**
  - iv. **Whistleblowing**
  - v. **Safeguarding**
  - vi. **Health & Safety Policy Statement**
  - vii. **Serious Incident Reporting**

### **3. Trust Financial Results**

- 3.1 To enable essential oversight of the Charity's main source of funding, the financial report presented included a group financial view and enabled us to discuss the Trading Company's performance. We requested that cashflow projections be included going forward.

3.2 The Charity's limited unrestricted cash balance remains a concern for FRRAC and increased costs for two main contracts contribute to this. The increases enable contractors to pay their staff at London Living Wage levels.

3.3 FRRAC resolved to note the financial pressures on the Trust and the mitigating actions.

#### **4. 2020/21 Draft Group Budget**

4.1 We considered the draft group budget and discussed the measures being taken to ensure the Trustee Board is presented with a balanced budget for 2020/21 and challenged the Executive Team on whether the proposed measures were merely deferring the budget pressures. We were reminded of the strategic vision projects to generate income towards future financial sustainability.

4.2 We noted that formal confirmation of the Corporate Trustee funding cut was expected, further to the Council meeting on 24 February, and the difficulties faced by the Charity due to the uncertainty of the level of Corporate Trustee funding each year.

#### **5. Five-Year Strategic Plan**

5.1 We noted that the priority projects identified in the Five Year Plan may not be completed within the five-years but would start the Trust's journey towards financial sustainability. FRRAC understands that the 5-Year strategic plan is a live document and as such can react to the ever changing landscape, in order that our charitable objectives continue to be met.

5.2 We were assured that many of the supporting plans were already in place and others would support stewardship, proactive planning and information sharing.

5.3 FRRAC endorsed the Five-Year Strategic Plan for Trustee Board approval.

#### **6. 2020 Pay Review**

6.1 We commended the detailed report and felt the cost of implementing the recommendations was justified.

#### **7. Other items**

7.1 FRRAC noted the following items, copies of which are included in the Trustees' Information Pack along with the draft minutes of the meeting: the updated risk register and covering report; an update on the Governance Improvement Programme; Q3 health and safety report and performance indicators.

#### **8. Appendices - None**