



## ALEXANDRA PARK AND PALACE CHARITABLE TRUST

### BOARD MEETING

15 MARCH 2022

**Report Title:** Charity Governance Code Action Plan  
**Report of:** Emma Dagnes, CEO  
**Purpose:** To seek Trustee Board approval of the Charity Governance Code Action Plan.

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

#### 1. Recommendations

1.1 To approve the Charity Governance Code action plan attached at Appendix 3, as part of the wider Governance Improvements Programme.

#### 2. Executive Summary

2.1 The [Charity Governance Code](#) is a toolkit for good governance, which the Charity Commission expects charities to follow and apply. The Code consists of the following seven principles:

- 1 Organisational Purpose
- 2 Leadership
- 3 Integrity
- 4 Decision Making, Risk & Control
- 5 Board Effectiveness
- 6 Equality, Diversity & Inclusion (EDI)
- 7 Openness & Accountability

2.2 At a workshop in January 2022, the Trustee Board assessed the Charity's compliance against two of the seven principles of the Code (Principle 3, Integrity and Principle 6, EDI). This report invites the Trustee Board to consider the arising action plan attached at Appendix 3, which incorporates some suggested actions relating to the five remaining principles of the Charity Governance Code.

#### 3. Charity Governance Code Principles

3.1 Principle 1 - Organisational Purpose – *The board is clear about the charity's aims and ensures that these are being delivered effectively and sustainably.* **Compliance to be assessed.**

3.2 Principle 1 – Leadership – *The charity is headed by an effective board that provides strategic leadership in line with the charity's aims and values.* **Compliance to be assessed.**

- 3.3 Principle 3 – Integrity – *The board acts with integrity. It adopts values, applies ethical principles to decisions and creates a welcoming and supportive culture which helps achieve the charity’s purposes. The board is aware of the significance of the public’s confidence and trust in charities. It reflects the charity’s ethics and values in everything it does. Trustees undertake their duties with this in mind.*

Assessed by the Trustee Board in January 2022, the Charity is considered to be strongly meeting 12 of the 13 key outcomes of the integrity principle, which are rated as GREEN status. One of the outcomes, relating to the potential for imbalances on the board, is rated ‘AMBER’. The assessment document is attached at Appendix 1.

- 3.4 Principle 4 – Decision Making, Risk & Control – *The board makes sure that its decision-making processes are informed, rigorous and timely, and that effective delegation, control and risk-assessment, and management systems are set up and monitored.* **Compliance to be assessed.**

- 3.5 Principle 5 – Board Effectiveness – *The board works as an effective team, using the appropriate balance of skills, experience, backgrounds and knowledge to make informed decisions.*

The Trustee Board has identified some actions for 2022/23 towards meeting some of the key outcomes of this principle, including adopting a meetings protocol and a framework for annual board member appraisals and whole board performance evaluations. **Compliance will be assessed during 2022/23.**

- 3.6 Principle 6 – Equality, Diversity & Inclusion (EDI) – *The board has a clear, agreed and effective approach to supporting equality, diversity and inclusion throughout the organisation and in its own practice. This approach supports good governance and the delivery of the organisation’s charitable purposes.*

Compliance with the EDI principle of the Code was assessed by the Trustee Board in January 2022 and the Trustees rated 12 of the 13 key outcomes as AMBER and one GREEN.

- 3.7 Principle 7 – Openness & Accountability – *The board leads the organisation in being transparent and accountable. The charity is open in its work, unless there is good reason for it not to be.* **Compliance to be assessed.**

#### **4. Next Steps**

- 4.1 Trustee Board to approve the action plan which will form part of the on-going Governance Improvements Programme and monitor progress in 6 months.

**5. Is the decision/ action consistent with the Charity's Vision, Mission Purpose and Values? Five Year Plan priority pillars?**

5.1 Meeting the requirements of the Charity Governance Code is an aspiration of the 2017 Governance Review and the attached action plan will support delivery of the vision, purposes and values.

**6. Equality, Diversity & Inclusion**

6.1 The Charity Governance Code specifically requires charities to actively support EDI and the action plan includes reporting on EDI data.

**9. Legal Implications**

9.1 The Council's Head of Legal & Governance has been consulted in the preparation of this report, and comments that whilst the Charity Governance Code is not a legal or regulatory requirement, it sets the principles and recommended practice for good governance. The Charity Commission expects and encourages charities and their Trustees to use the Code to develop high standards of governance.

**10. Financial Implications**

10.1 No significant financial implications have been identified, although, there may costs involved in implementing some of the activities in the action plan, for example fees for an independent review of governance compliance. These activities will be factored into budgets at the appropriate time.

10.2 The Council's Chief Financial Officer has been consulted in the preparation of this report, and has no comments.

**11. Use of Appendices**

Appendix 1 – Trustee Board Assessment of Integrity Principle

Appendix 2 – Trustee Board Assessment of EDI Principle

Appendix 3 – Draft Charity Governance Code Action Plan

**12. Background Papers – None**