



## ALEXANDRA PARK AND PALACE CHARITABLE TRUST BOARD

20 MARCH 2023

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

**Report of:** Claire Pape, Independent Member 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 Trustee 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 held on 6<sup>th</sup> February 2023 and makes recommendations to the Trustee Board. The meeting was attended by: Claire Pape (in the Chair), Cllr Sarah Elliott, Cllr Anne Stennett, Emma Dagnes (CEO), Richard Paterson (FD) and Natalie Layton (EA & Charity Secretary).

### 2. Recommendations

- i. To note the feedback from FRRAC;
- ii. To approve the Risk Management Policy at agenda item 14 and the 2023-24 Strategic Risk Register at agenda item 20;
- iii. To approve the Health and Safety Policy Statement for signing by the Chief Executive, the Chair of the Trustee Board, and the Chair of the APTL Board.

### 3. Finance and Business Planning

- 3.1 The Finance Report presented to FRRAC included information on the improved financial position for both entities in the Group. We discussed the cashflow risks for the Trust and the ongoing mitigations and, observing the gap in the budget due to the delay in implementation. FRRAC were pleased to note that the car park charging scheme would be in place in April 2023.
- 3.2 We noted that the that further assessments were being undertaken to finalise the 2023/24 Budget and FRRAC would convene a special meeting before the Board meets, in order to conduct the necessary scrutiny to advise the Trustees.

3.3 A summary of the 2023-24 Business Priorities was presented and we noted that Trustee Workshops were being arranged to consider the outcome of fundraising and impact consultancy work and to agree the approach for the Strategic Business Plan.

3.4 In considering the Quarter 3 report of the Director of Human Resources and Organisational Development, we noted that the 2023/24 budget included a 3% general uplift in salary, in keeping with benchmarking work and that, whilst staffing would be budgeted at full capacity some of the roles would not be filled by the start of the new financial year,

#### **4. Health and Safety**

4.1 We received the quarterly report of the Head of Health & Safety, which reported one RIDDOR incident relating to an injury on the premises. The RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) The incident related to contractor operations; however, Trust fulfilled its duty in terms of reporting and recording the incident.

4.2 We acknowledged the variety of risks faced by the organisation and the efforts made beyond the legal requirements and that Trustees would require a briefing session on the implications of Martyn's Law (Protect Duty) on the organisation.

4.3 FRRAC recommended the Health and Safety Policy Statement (included in the CEO's report at agenda item 8) for signing by the Chief Executive, the Chair of the Trustee Board and the Chair of the APTL Board.

#### **5. Strategic Risk Register**

5.1 FRRAC recommends approval of the revised Strategic Risk Register (SRR) which demonstrates reduced risk levels resulting from mitigations, and supported the proposed Risk Management development session for Trustees to re-assess the organisation's appetite for risk, which was currently set at low.

#### **6. Other items**

6.1 FRRAC received information on the Trading Company's Summer Series 2023 programme and the 2023 Fireworks Festival, which we were pleased to note was returning to a two-night event for the first time since the pandemic.

#### **7. Legal Implications**

The Council's Head of Legal & Governance has been consulted in the preparation of this report and has no comment.

#### **8. Financial Implications**

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

#### **9. Appendices - None**