

Chair's report on Council meeting of 10 November 2006

10 out of 11 trustees were present at this meeting. Also present were the Director (Barbara Stocking), the Director of the International Division (Penny Lawrence), the Directors of the Human Resources Division (Jane Cotton), the Finance and Information Services Division (John Shaw), the Campaigns and Policy Division (Phil Bloomer), the Trading Division (David McCullough), the Fundraising and Supporter Marketing Director (Edward Fox), the Company Secretary (Joss Saunders), and the Policy and Trustees Officer (Anne Gornall).

This was the final meeting of Council's annual cycle for 2005/06.

1. The Director gave an update on recent events. These included:-

- *Pride of Britain* award for Joe Mitty (manager of the first charity shop).
- Oxfam at the top of the list in *Charity Finance Magazine Charity Shops Survey 2006*.
- Oxfam shortlisted for awards from the Direct Marketing Association (*Oxfam Unwrapped*) and a staff member. A staff member (Rachel Harrison) had also been shortlisted for a BAFTA.
- The successful outcome on the campaign to get the United Nations to agree a process towards an international arms trade treaty. Trustees thanked the team whose hard work had contributed to this positive result.
- Issues raised during a recent review of *Oxfam Unwrapped*. It was noted that a high level of programme engagement had been demonstrated and would continue.
- Oxfam International annual report on work covered in the second year following the Asian tsunami. A paper on Tsunami learning was scheduled to come to Council in February 2007.

2. After a schedule of strategic discussions throughout the year – as a background to the evolving Oxfam GB and Oxfam International strategic plans – Council considered the final draft of the Oxfam GB strategic plan 2007/08 – 2009/10 and reflected on the strategic planning process. Penny Lawrence (International Director) gave a presentation to demonstrate how Oxfam would ensure effective country level planning to realise the Oxfam GB strategic plan ambitions. Council approved the plan and agreed to take forward some suggestions on how this plan would be monitored, the best way for trustees to make input to the next strategic plan, and a light review of the process overall. Trustees also gave input on the Oxfam International strategic plan 2007-2016 prior to the Oxfam International Board meeting in late November 2006.

3. The outgoing Honorary Treasurer (Frank Kirwan) presented the annual report of the Trustee Audit and Finance Group. Seven recommendations were made which will be taken forward in a number of ways and incorporated into the Council schedule, either as information papers or agenda items.

4. Council agreed trustee and group appointments for the year 2006/07. These include a new Chair (John Gaventa) and a new Honorary Treasurer (Gareth Davies). The term of the Vice-Chair (Angela Sealey) was extended until the AGM 2008.
5. The Company Secretary (Joss Saunders) introduced a paper with recommendations to ensure that Oxfam GB complies with the code of good governance for the UK voluntary and community sector. It was agreed that the recommendations would be taken forward in the coming year, either by Council or by the relevant staff or groups reporting to Council e.g. the Corporate Management Team, the Recruitment and Development Group, the Accountability Working Group.
6. Council received a report on the work of the Programme Review Committee which constituted all the lead member trustees of the International Division. The amended terms of reference for this committee were agreed, together with new co-chairing arrangements.
7. Finally Council bade farewell to the outgoing Chair (Rosemary Thorp), the outgoing Honorary Treasurer (Frank Kirwan) in his capacity as such, and the Fundraising and Supporter Marketing Director (Edward Fox). All had made significant contributions in a wide range of areas and were thanked for this.

During the afternoon trustees joined the larger meeting of the Oxfam Association in order to consider the Director's formal report and annual report, the strategic plan, and paper on the future of the Association. This meeting adjourned to the AGM, and in the evening Council and the Association were joined by the Friends of Oxfam who attended for their annual meeting.

John Gaventa
Chair