

Status: Public

OXFAM GB

CHAIR'S REPORT ON COUNCIL MEETING OF 11 JULY 2014

The following people were present at the meeting:

Trustees

Karen Brown (Chair)
Rajiv Joshi
Matthew Martin
David Pitt-Watson
Marjorie Scardino
Katy Stewart
Gavin Stewart
Tricia Zipfel
Nkoyo Toyo
Steve Walton
James Darcy

Corporate Management and Staff

Mark Goldring (Chief Executive)
Ben Phillips (Campaigns and Policy Director)
Jane Cotton (Human Resources Director)
Andrew Horton (Trading Director)
Sue Turrell (International Programmes Director)
Bob Humphreys (Finance & Information Services Director)
Jack Lundie (Communications Director)
Tim Hunter (Fundraising Director)
Joss Saunders (Company Secretary)
Anne Gornall (Governance and Leadership Team Officer)

This was the third meeting of Council's annual cycle for 2013/14, held in Glasgow.

Chief Executive's Report

Mark Goldring referred trustees to his written report. Building on the report, Mark Goldring highlighted developments since the report had been issued, including: the complaint to the Charity Commission following the 'Below the Breadline' report; the recent hostilities in Gaza; and the third birthday of South Sudan. Trustees expressed appreciation for the report.

Corporate Objectives 2014/15

Mark Goldring referred members to the corporate objectives that had been developed with the Leadership Team on the basis of the draft shared with Council at the March Council meeting. As Tim Hunter and Jack Lundie had joined Oxfam after the objectives had been finalised the corporate objectives would evolve further during the year, particularly in respect of fundraising and communications. Mark Goldring undertook to update Council when this process had been concluded.

Year End Review

The Chair welcomed Liz Hazell and Sasha Lewis (PWC) and Ali Henderson and Olga Ghazaryan (Oxfam). Bob Humphreys gave further details about the overall financial situation and the review against the corporate objectives 2013/14.

• *Programme outcomes*

Olga Ghazaryan explained the particularly challenging and very fluid situation in Syria and the immense humanitarian suffering. Oxfam now had programmes in eight cities which had reached more than one million people. About 800,000 had benefited from the work on water and more than 120,000 more through work with partners. Olga spoke about work with women's groups and other civil society organisations.

• *Corporate Objectives 2013/14*

Matthew Martin tabled a summary of the Programme Review Group discussions on corporate goals. The group had analysed what the objectives revealed and some wider issues.

• *Fundraising*

Tim Hunter provided an update on fundraising in the last year.

• *Risk framework*

Bob Humphreys introduced a number of issues around our approach to risk following discussion at the Trustee Audit and Finance Group. The Chair advised that Council would consider the risk register in October, taking on board this wider discussion about our risk framework.

The Chair thanked Leadership Team, Ali Henderson, Olga Ghazaryan and Liz Hazell for their input to this discussion which had enhanced Council's scrutiny of the work of Oxfam.

Draft Annual Report and Accounts 2013/14

Bob Humphreys introduced the draft annual report and accounts. It was noted that there were two elements to this year's reporting, the hard copy annual report and accounts ("ARA") as shared with Council and an online and more interactive annual review. Council approved the ARA. Council thanked the staff in Finance and Communications who had brought the report together. The Chair also thanked PWC.

Governance

- *Annual Report on Trustee Code of Conduct*

Joss Saunders introduced the annual report.

- *Programme Review Group Terms of Reference*

These were approved.

- *Feedback from Scrutiny Group*

Bob Humphreys thanked trustees who had made input to the group so far. Their recommendations were being incorporated in a number of areas.

- *AGM and Council appointments*

These were approved.

- *Health and Safety/Security Annual Report*

This was noted.

- *Trustee Audit and Finance Group*

The Honorary Treasurer gave brief feedback from the Trustee Audit and Finance Group meeting on 27 June.

- *Remuneration Committee*

The Chair summarised the discussions at the Remuneration Committee meeting on 27 June.

Oxfam 2020

Council considered issues of authority and responsibility within Oxfam International as a result of the Oxfam 2020 process. This would be considered further at the October meeting.

Influencing to change the world

Ben Phillips explained that the embedding of influencing work within Oxfam's programmes was one of the key corporate objectives for 2014/15 in order to magnify impact.

Below the Breadline Report and complaint to the Charity Commission

Mark Goldring referred to the complaint made to the Charity Commission after the release of the 'Below the Breadline' report in early June. The complaint was discussed and the process for dealing with the enquiries of the Charity Commission was agreed.

Any other Business

October Council, Association meeting, AGM, Friends

The Chair confirmed that October Council would take place on Thursday 16 October. On Friday 17 October the Association, including Council, would meet all day, followed by the AGM late afternoon and the Friends meeting in the evening.

Finally the Chair thanked Gavin Stewart and Jamie Livingstone and Oxfam Scotland for all their work in support of this Council meeting in Glasgow.

Karen Brown
Chair