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OXFAM GB

CHAIR'S REPORT ON COUNCIL MEETING 3 AND 4 DECEMBER 2015 HELD AT OXFAM HOUSE, OXFORD

The following people were present at the meeting:

Trustees

Karen Brown (Chair)

James Darcy

Wakkas Khan

David Pitt-Watson

Matthew Spender

Gavin Stewart

Katy Steward

Nkoyo Toyo

Steve Walton

Corporate Management and Staff

Mark Goldring (Chief Executive)

Penny Lawrence (Deputy Chief Executive)

Francoise Vanni (Campaigns and Policy Director)

Tim Hunter (Fundraising Director)

Andrew Horton (Trading Director)

Jack Lundie (Communications Director)

Olga Ghazaryan (International Programmes Director)

Bob Humphreys (Finance & Information Services Director)

Joss Saunders (Company Secretary)

Anne Gornall (Governance Officer)

Apologies were received from Kul Gautam and Ruth Ruderham. The Chair welcomed Alison Hopkinson, the Finance and Information Services Director Designate. No additional conflicts of interest were declared.

MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting on 1 and 2 October 2015 were agreed as a correct record.

CHIEF EXECUTIVE'S REPORT

The Trustees reflected on the range of activity in the CEO Report. They expressed appreciation for the many achievements covered. For example the quiet heroism of staff in Yemen, the strength of work on women and gender, clarity and leadership on communications and outreach to young people in the 1 million hours work initiative with Radio 1 listeners. Council requested that congratulations and thanks should be sent to staff in Yemen and Syria.

QUARTER 2 REPORT ON CORPORATE OBJECTIVES

The Chair welcomed Ali Henderson (Head of Corporate Planning and Reporting) who joined by phone for the discussion. Mark Goldring asked trustees to provide input on the performance against the objectives and there was a discussion of a number of the objectives.

PROGRAMME ROLE AND CHOICES

Mark Goldring referred trustees to the Leadership Team's strategic planning update for senior management teams. Within the parameters of the overall Oxfam strategic plan and agreements on collective resource allocation, the focus for Oxfam GB will be Water, Women, Work and Inequality. Francoise Vanni and Olga Ghazaryan spoke to the presentation. The UN strategic development goals (SDGs) provide a helpful framework. This demonstrated considerable congruence with Oxfam GB's organisational story and core statement: "We Won't Live with Poverty".

James Darcy fed back on the discussion at Programme Review Group about the difficulty of prioritising. Trustees accepted the breadth and depth of the analysis and that the priorities were building on Oxfam GB's existing strengths. They asked to be kept updated as the analysis evolved. Mark Goldring thanked Trustees for their input and suggestions. Linked with the annual corporate objectives, in March the Leadership Team will give an update on the decisions made and the

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timescale for implementing them. Council thanked Olga, Françoise and all the teams who had made input to this process, and expressed appreciation for the discussion.

OXFAM 2020: MANAGING THE CHANGE FOR OXFAM GB

The Chair advised that the March meeting of the Executive Board and the Board of Supervisors will be in Oxford. Penny Lawrence then outlined the interface between the Oxfam International change process and Oxfam GB's ongoing work and prioritisation. Penny Lawrence and Bob Humphreys explained some of the terminology and why it was necessary to run two systems alongside each other in the medium term in order to minimise risk. The meeting of Trustees and management on 21 December will also consider the issue of risk and compliance while the 2020 changes were being implemented.

OXFAM AND THE UK PUBLIC

Jack Lundie referred to "We Won't Live with Poverty" and outlined how it could be used to engage with and inspire more people. It also encouraged the sense of Oxfam as a movement and a way to feel involved with Oxfam. He asked trustees for their thoughts on the identification of trends, the priority areas and investments, risks, governance frameworks and anything missing from the overall approach. Andrew Horton and Tim Hunter reported that senior managers and staff in Trading and Fundraising felt that this was a useful and inspiring approach, which also enabled alignment between different parts of Oxfam. Mark Goldring thanked trustees for their input which was helpful in terms of defining the community/audience, adapting to local circumstances and speaking to different people in different ways.

GOVERNANCE AND OTHER COUNCIL BUSINESS

Council approved the proposal to extend Karen Brown's term as Chair for a further year until the AGM 2017.

Report back from Trustee Audit and Finance Group meeting 20 November 2015: The Honorary Treasurer referred Trustees to the summary of the meeting and also the full record of the meeting which was an information paper.

Update from Recruitment and Development Group: Katy Steward updated Council on trustee recruitment.

Update from Remuneration Committee: The Chair advised that a non-trustee specialist member had been identified, and was going through the final stages of recruitment.

Council and committees 2016: Council approved the appointment of Gavin Stewart and Katy Steward as property disposal trustees.

Revised terms of reference for Pension Committee: Council approved the revised terms of reference.

Update on review of regulatory compliance: Council noted the update. A full report will come to Council in March 2016.

Lead member update and information papers: These were noted.

ANY OTHER BUSINESS

The Honorary Treasurer gave a tribute to Bob Humphreys who had been Oxfam GB's Finance and Information Services Director since 2009. His calm leadership had been greatly appreciated, and he had provided ongoing reassurance to Trustees. Happily he will remain with Oxfam as he is the Treasurer designate of Oxfam International.

DATE OF THE NEXT MEETING

The next meeting of Council will be on Thursday 10 and Friday 11 March 2015, in Oxford.

Chair