



## Meeting of the ETF Board

**Date:** Tuesday 6 September 2022

**Time:** 2-5pm

**Venue:** National Council for Voluntary Organisations (NCVO) Society Building, 8 All Saints Street, London N1 9RL

### Present

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Prof. Peter Sæc&@~ [ ;âÁUÓÒÁÇÖ@æâ!, excused for item 3.1.1D

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Rachel Musson ÇÛ^ } â [ ; ÁQ } â^ } ^ } cÁÖâ! ^&c [ ; ÉÁ&@æâ! Á [ ; item 3.1.1)

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### In attendance

Chloe Annetts, Ö [ Ç^! } } æ } & ^ ÁU ~ ä&^!

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### Apologies

Lynette Leith

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### Minutes

## PART 1: WELCOME

### 1.1 Welcome and apologies

The Chair welcomed c@^ÁÓ [ æ! â! Áæ } â! ÖÇ^& ~ cäÇ^Ác [ Ác@^Á { ^ ^câ } \* ÉÁApologies for absence were noted from Lynette Leith and Sam Parrett, and it was noted that Sally Öä&\ ^cc• Á , [ ~ |áÁb [ ä } Á-! [ [ ; Á 3:30pm. Ö@æ|| [ cc^ÁUæ : : ^||Áæ } â! Xâ \ \ áÁÜ { äc@Á , ^! ^ Á , ^! & [ { ^ áÁc [ Ác@^â! Á-â! • cÁÓ [ æ! â! { ^ ^câ } \* ÉÁ

### 1.2 Queries and approvals from Part 5

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Board for the detailed and probing meeting and noted that the meeting and noted that the meeting had responded via e-mail correspondence.

**The Board received the proposed changes and approved the updated Board Delegated Authorities. The Board agreed that a decision on updates to the bank mandates could be taken by the Board by e-mail correspondence in between meetings. The Board noted that the R&S Committee would be considering a cost of living increase to staff salaries at its meeting on 9 September 2022, and that the Finance Committee would then have sight of the proposals. The Board agreed that a decision on any recommendations from the R&S Committee could be taken by the Board by e-mail correspondence in between meetings.**

### 1.3 ETF performance

The Board received a presentation on the current position, which included a view on the current position of Corporate Services and Impact. The Board reflected on the current operating environment and recognized the challenges of remaining responsive when an organisation goes through a significant period of growth. The Board has been agile in responding to these wider macro factors and highlighted the importance of systems which enable the organisation to remain fast paced. The Board highlighted the need to confirm the purpose of the interactions before the discussions.

**The Board welcomed the update from the Interim CEO. It recognized the importance of the charity being able to demonstrate its impact, and asked the Executive to consider providing an update on this in due course.**

## PART 2: STRATEGY & RISK

### 2.1 Strategic view and financial planning: positioning update

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discussed the accuracy of the financial forecasting and the implications of assumptions not materialising. The Board and I, as a solutions provider in a very challenging environment and what would be required to ensure this position was achieved. The Board operate in several areas in the future. **The Board acknowledged a requirement to maintain momentum and keep evolving, particularly given external drivers and pressures. It recognised the need to keep testing different approaches to ensure that the ETF can remain on the front foot, while at the same time allowing the strategic review work to come to fruition.**

**The Board welcomed the update and the thinking presented, and expressed strong support for the need to keep making informed decisions whilst we develop the thinking on a future direction. It asked the Executive to continue to explore this planning further, including developing the assumptions and risk appetite.**

## 2.2 Long term strategic planning

The Board commissioned an update on the external strategic review, commissioned by the Board, including the process and scenarios which would ultimately inform long term strategic planning. The Board meeting being held on 7 September 2022, which would include sessions on uncertainty, helping staff to be confident in the Board's (0116) 25 (a2) 71 (d) (m) 62 192 (h) 21 (h) (f) 67 148 (b) 76 (T)-

**Board noted that any trustees who would like to put themselves forward for the role should do so by contacting the Governance Officer or Chief of Staff to Chair and CEO.**

### **3.1.1 Chair term of office and re-appointment**

*[Peter Latchford left the meeting, and the chair handed over to the Senior Independent Director, Rachel Musson]*

The Board considered the re-appointment of the Chair and the challenges given the current strategic review and recruitment. The Board noted that the Chair would bring additional experience. It noted the direction and decision making and agreed to invite the Chair to respond to this. **The Board agreed to confirm the re-appointment of Peter Latchford as the ETF Chair. It noted that the Senior Independent**

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discussion in the meeting. **The Board asked the Executive to share the slides presented in the meeting.**

#### **4.2 Any other business**

There was no other business.