

# Quarterly Report –Legal and Finance

October 2020

This report relates to the Legal and Finance department for the period July 2020-September 2020.

Following adoption of the budget for FY2020/21 and the impact of Covid-19 on events one of my priorities has been to look into how the organisation is funded and to ensure that opportunities are not missed in terms of revenue generation.

To this end, I have, in conjunction with the Capital Team and the Board:

- Conducted a review of current sponsors and am in discussion where renewals are approaching.
- Set in place a central repository for managing the coordination of corporate sponsorship opportunities to ensure that information is tracked effectively and that an archive of discussions is maintained for the future.
- Set up a tracking system to report directly to the board on a month by month basis, the state of income against budget so that spending can be more accurately assessed in line with cashflow. This I trust will greatly assist the role of our new Treasurer and provide a far greater level of transparency and understanding across the board in terms of our funding.
- Set out the concept and agreed with the board that a future 'services directory' will support paid promotion to enable opportunities for additional revenue from partners who wish to pay for additional promotion of their services within the directory will be possible. This will be of direct benefit to the organisation in terms of revenue and to those partners who wish to promote their services and are willing to pay to do so. This is a new approach for the organisation and I trust, with careful implementation it will be well received by the community and viewed as a necessary direction in these turbulent times where traditional events and sponsorship activities have been largely curtailed.

Beyond fund raising, the Privacy team has progressed with our policies and updating and maintaining our compliance across regions with data privacy.

It was clear from the feedback from Forum for the Future that Professionalism across the organisation was an element we need to focus on and to that end I am pleased to report that across the Board, the process of documenting roles and responsibilities to ease the onboarding of new members following elections is continuing.

I will repeat the request I ended my previous quarterly update with, that the teams within Legal and Finance are in real need of new volunteers to help share the workload. If you have any time

or skills which may be of assistance, please get in touch and volunteer, together we can continue to support the community and the development of a world beating CMS.

Hugh Douglas-Smith  
Department Co-ordinator Legal & Finance