

TRUST FINANCE GROUP (TFG)

BACKGROUND

The Exeter City Supporters Board of Society (herein the Trust) functions through four Working Groups that meet to ensure progress towards meeting defined targets set by the Board of Trustees and included in the Trust Strategy. The Working Groups are:

- Communications and Engagement
- Community
- Finance
- Ownership and Membership

PURPOSE

The broad role of the TFG covers both Club and Trust activities across their financial and governance functions. More specifically, and with reference to the Group's published strategy at the time, its responsibilities are to ensure that:

- (1) The Club and Trust remain "going concerns".
- (2) The Club and Trust operate in a way that is reflective of both the ownership model and the expectations of a Community Benefit Society.
- (3) The Club has appropriate and robust governance practices in place and complies with them.
- (4) The Club Trust Agreement (CTA) is adhered to.
- (5) The Trust holds sufficient reserves to be able to conduct its business on a month-to-month basis.
- (6) The Trust's and Club's financial position are reported to the Trust Board at least monthly and to the membership at least annually by the preparation and publication of its audited accounts.
- (7) It is aware of the activities of other Groups, active or proposed, so that it can identify any areas which may impact its role.

Recommendations to the Trust Board

TFG will make recommendations to the Trust Board on all matters requiring CTA approval as well as other Financial and Governance issues.

MEMBERSHIP OF TFG

The Working Group is led by a Trustee, Officer of the Trust or lay member elected annually by the Trust Board. The group is composed of members selected for their knowledge, expertise, and experience in the Group's areas of responsibility.

Potential members will be identified by the Group or may approach the Group independently. Their acceptance will be decided by the Group and seek Trust Board approval. The Trust Board shall be notified of any changes to the membership of the Working Group and reserves the right to veto any additions to the group.

Due to the nature of its work, the Group's meetings are not open to Trust members or visitors, unless invited by the Group for a specific purpose.

Members of the Group can be removed by a vote of the Group on a simple one-member one-vote majority basis.

All Group members will:

- (1) Work together to achieve the aims of the TFG and the Trust.
- (2) Support and promote the principles of our ownership model and contribute to the Trust Strategy.

ADMINISTRATION

Members of the Working Group will seek to build and work to consensus. In the event of formal decision being required by a vote, a vote of members on a simple one-member one-vote majority basis will be sufficient. Should the vote be split with no clear majority, the Lead or Acting Lead can cast a deciding vote, postpone a decision until a subsequent meeting or refer to the Trust Board.

The Working Group will seek to promote equality and diversity in its approach and activity.

The Working Group will meet monthly or as often as necessary to ensure that it works effectively.

The Group Lead will be responsible for taking and producing minutes, compiling and distributing the meeting pack, and the meeting arrangements, e.g.: date and location, although all or part of these processes may be delegated to another Group member.