

Aratoi Regional Trust (ART)

Financial Management and Reporting Policy

Section: Finance and Operations

Approval Date: March 2023

Next Review Date: March 2025

Purpose

To provide a framework for monitoring, reporting and controlling financial performance and reporting for both external and internal stakeholders.

Introduction

The purpose of this policy is to ensure that accounting and financial information is provided in an accurate and timely manner that meets relevant compliance legislation and standards as well as providing appropriate information for decision making purposes.

Accountability is a key feature of the financial systems. It is essential to monitor progress to ensure that the desired financial result will be achieved. ART has reporting and monitoring programmes to facilitate this.

Policy

1. Accounting records provide accurate financial information, which is an essential part of the decision-making processes for both Board and the Director.
2. Management Accounts will be produced for the Director on a monthly basis to ensure accurate and timely information is available for decision making purposes.
3. A set of Board accounts will be produced, on a monthly basis, to enable the Board to be adequately informed of ARTs current financial position and provide reassurance that adequate controls are in place. The Board accounts will also enable strategic decision making and ensure compliance with appropriate standards and legislation.
An audited Annual financial report (the Annual Performance Report) will be produced to ensure that all ART stakeholders are fully informed of ART's financial position. These statements will be prepared in accordance with "Generally Accepted Accounting Practice" (GAAP). GAAP is defined in the Financial Reporting Act 2013.
4. The audit process will ensure that ART stakeholders can be assured that the accounts are accurate, transparent and compliant with relevant legislation and standards by providing an opinion on the Annual Performance Report from a suitably qualified external party.

Definitions

“**GAAP**” is defined in section 5 of the Financial Reporting Act 2013 as: compliance with applicable Financial Reporting Standards (FRS).

Audience

All Aratoi Board and staff

Related procedures and Documents

Accounting Policies Policy

Risk Management Policy