

2009-07-07/BOARD/175

MINUTES

OSCR BOARD MEETING

Held on 14 May 2009 @ 9.45 am

OSCR, Dundee

Present: John Naylor, Chair
Lindsay Montgomery, Deputy Chair
Martin Crewe, Board Member
Annie Gunner Logan, Board Member
David Hughes Hallett, Board Member
Iris McMillan, Board Member
Fiona Ballantyne, Board Member
Oscar Mendoza, Board Member

In attendance: Jane Ryder, Chief Executive
Judith Hayhow, Head of Resource Management
Kirsty Gray, Head of Monitoring & Investigation
Marieke Dwarshuis, Head of Charities

		ACTION
1.	Minutes and Declarations of Interest The Board considered the Minutes of the meeting of 18 th March 2009, and approved them. No declarations of Interest were made by members.	

2.	Matters Arising	
	<p>Members discussed Board Recruitment, and having considered the draft person specification and accompanying paper, confirmed that they were happy for the recruitment to proceed on this basis.</p> <p>The Chair advised that he and the Chief Executive had recently had a very useful meeting with their counterparts in the Charity Commission. Members noted progress with the development of the Charity Commission's 'Recession Toolkit for Charities' and the hope that the final document could be used by other UK regulators.</p> <p>The Board considered an update paper in respect of the General Teaching Council for Scotland. Despite input from SG officials, Board Members and OSCR staff, it has not been possible to secure agreement, as to how and when this matter would be resolved. In light of the time which has elapsed since the Direction was issued to GTCS by OSCR, it was agreed that the Chair would write advising the Education Minister that as the matter of Ministerial Control has not been resolved, OSCR would request the Scottish Charities Appeal Panel to now consider the matter.</p>	
3.	Corporate Plan	
	<p>The consultation period on the Draft Corporate plan closes on 20 May. Up to the date of the Board meeting (14 May) no comments had been received. The Board was therefore asked to provide any further comments, and then to approve the draft Corporate Plan 2009-2011.</p> <p>A number of further comments were made and agreed for inclusion in the final corporate plan:</p> <ul style="list-style-type: none"> ○ To add, in the context of the strategic objective of 'operating effectively and efficiently, demonstrating the a commitment to the principles and practice of best value', a measure indicating that this is demonstrated through our use of shared services arrangements ○ To include, in the introductory part of the Corporate plan, a paragraph clarifying that Scottish ministers are responsible for policy on 	

	<p>charity law, and that OSCR advises the Minister</p> <ul style="list-style-type: none"> ○ To include a commitment to review our key performance indicators annually ○ To include budget figures for both years the report covers. ○ To update the plan where needed to take account of the fact that Ministers are already consulting on a number of the recommendations that were made in the 2007-8 Annual Report and subsequent recommendations <p>Subject to these comments and amendments, the Board formally approved the Corporate Plan in its draft form, and delegated final signing off to the Chair after 20 May, to allow for any changes to be made in response to comments that may still be received</p> <p>It was also agreed that the Board should include an annual review of Concordats with other regulators and public bodies in its workplan.</p>	
4.	<p>Annual Report Recommendations</p>	
	<p>The Board discussed the detail of proposed Recommendations, which had previously been agreed in principle, in the 2008/09 Annual report.</p> <p>The Board agreed the text of the Recommendations.</p>	
5.	<p>Open Meeting</p>	
	<p>The Board confirmed that one of the main purposes of the Open Meeting was to promote direct engagement with the regulated constituency and to listen to their views. Within OSCR's policy of holding meetings around Scotland the Board agreed that the venue for the 2009 Open Meeting will be Glasgow.</p> <p>In terms of format, the Board agreed that in addition to the proposed presentations by the Chair and Chief Executive, the key plenary session would be about recessionary impact on charities. This would afford an opportunity to introduce external speakers and utilise expertise within the Board. Breakout groups would be planned to allow participants to share their own experiences on this topic and provide input to OSCR's revised reporting consultation.</p>	

	If possible the plenary room should set up in round tables to promote networking and discussion, and lunch will be provided. An invitation will be extended to the Minister for Communities to participate in the event.	
6.	Annual Reports to the Board	
6.1	FOI The report was noted and the Board recognised the considerable amount of time associated with considering and responding to FOI requests, particularly where enquiries had been undertaken. The Board awaits with interest the outcome of the first appeal to the Information Commissioner and any implications that it may have on operational policy and procedures.	
6.2	Complaints The Board noted both the low level of complaints and the learning arising from those which had been partially upheld.	
7.	2009/10	
	The Board approved the budget for 2009/10.	
8.	Chief Executive's Report	
	The report was noted including the interesting summary of statistics. The Chief Executive reported that there was c 5% non submission rate for Annual Returns and accounts, better than had been anticipated, and to date most non submitting charities ultimately re-engage with OSCR. The Head of Monitoring & Investigations shared the statistics on 450 charities removed from the Register by March 2009, whose assets at date of removal are subject to ongoing monitoring. In the majority of cases the assets are very small so that the monitoring is short term. This includes 326 SWRIs who requested to be removed The Board then considered and approved a confidential report from the Chief Executive in relation to certain staffing proposals	
9.	Staff survey; The Board noted the very satisfactory results of the latest staff survey including the high response rate and the fact that where comparisons were available, scores had improved from last years	

	already very high scoring. The SMT were congratulated on this excellent outcome.	
10.	Trustee and General Public surveys	
	Scotinform presented an executive summary of the results of a survey of 400 charity trustees and a general public survey of 1,000 persons. Following an initial discussion the Board agreed to consider the full report in more detail and revisit the recommendations at a future meeting.	
11.	The meeting closed at 2.00 p.m.	