

PAPER NUMBER: 2014-/BOARD/403

MINUTES

OSCR Board meeting

Held on Thursday 11 September 2014 at 11am at OSCR Offices, 9 Riverside Drive Quadrant House, Dundee

Present: The Very Rev Dr Graham Forbes, Chair
 Prof. David Harrison, Vice Chair
 David Hughes Hallett, Board Member
 Kaliani Lyle, Board Member
 Pat Armstrong, Board Member
 Shona Ulrichsen, Board Member

In attendance: David Robb, Chief Executive
 Martin Tyson, Head of Registration
 Laura Anderson, Head of Enforcement
 Judith Turbyne, Head of Engagement
 Judith Hayhow, Head of Support Services
 Caroline Monk, (Acting) Board Secretary

		ACTION
1.	Apologies Apologies were received from Board Members Stuart Cross and Fiona Ballantyne.	
2.	Declarations of interest No declarations of interest were noted.	
3.	Agenda item 1: Minutes of previous meeting. The minutes of 24 June 2014 were approved. Matters arising in section 4 of the June minutes. The Head of Registration gave an update on the tender for the legal service contract and confirmed that Brodies LLP was successful.	

<p>4.</p>	<p>Agenda Item 2: Chief Executive’s Report</p> <p>The Chief Executive introduced paper 400.</p> <p>Management information: He drew the Board’s attention to the management information for July 2014. The impact of various leave and temporary reassignments was highlighted as a particular pressure on casework teams and certain projects. The Head of Support Services confirmed that current staffing levels were within budget.</p> <p>It was noted that the number of Qualified Passes of charity accounts was higher in 2014 compared to the previous year. The Head of Enforcement explained that this was due to a change in policy, rather than a shift in the quality of the accounts themselves.</p> <p>Targeted regulation: the Head of Enforcement gave an update on the consultation and the responses received.</p> <p>ALEOs: the Head of Registration gave an update on the project. He outlined the constructive meetings which he, the CEO and the Accounts Adviser had already had with most of the 11 charities being looked at in depth. The CEO noted that the project team were due to meet with The Society of Local Authority Chief Executives and Senior Managers (SOLACE) shortly about the project. A draft report would be presented to the Board at the November meeting.</p> <p>Meeting the Charity Test Guidance: the Head of Registration updated the Board on the progress of the project, including the involvement of three board members on the Guidance Group. He outlined the options for consulting with the full Board on the draft guidance prior to consultation. It was agreed that the draft guidance should be circulated to all Board members in December by email for sign-off.</p> <p>Fee-charging schools: the Head of Registration highlighted the petition currently with the Scottish Parliament relating to fee-charging schools and charitable status. He also outlined the continued scrutiny of the schools’ Trustee Annual Reports and public benefit statements.</p> <p>Enforcement and registration cases: An update was given on significant cases.</p>	<p>MT</p> <p>MT</p>
-----------	--	---------------------

<p>Website: In relation to Engagement activity the Head of Engagement gave an update on the web-site development. She provided an overview of the new site, its features and navigation. The Board made a number of suggestions regarding the format of the homepage and acknowledged the hard work that had gone into developing the new site.</p>	<p>JT</p>
<p>Events: the Head of Engagement gave an update on the current Meet the Charity Regulator and Targeted Regulation events.</p>	
<p>She also reminded the Board of the dates of Trustees week and outlined the options OSCR is considering for joint working. She advised the Board that she would be issuing an invite to them to volunteer for the SCVO event on 8 November 2014.</p>	<p>JT Board members</p>
<p>Charity banking: the Head of Engagement gave an update on the preparation of a seminar to be hosted by OSCR with charities, banks and other stakeholders to address the concerns some charities have with banking arrangements.</p>	
<p>The Board noted that this was not a specific regulatory issue, but that OSCR has decided to take a lead role due to the impact on charities and the change of legal form process. The Chair offered to chair the seminar.</p>	<p>JT GF</p>
<p>It was highlighted that the TSIs had useful information about the banking issues charities are facing and the possibility of joint working with SCVO was raised.</p>	
<p>The CEO advised the Board that a regular liaison meeting with Scottish Government Third Sector Unit was due later in the month.</p>	
<p>The CEO updated the Board on his first meeting with the new Chief Executive of the Charity Commission for England and Wales.</p>	
<p>Corporate Services and Staffing update: The Board noted the contents.</p>	
<p>Thanks were given to Board Members Pat Armstrong and Shona Ulrichsen for attending the staff away day in August 2014.</p>	

<p>5.</p>	<p>Agenda Item 3: Inquiry Policy</p> <p>The Head of Enforcement introduced paper 401.</p> <p>She advised that the focus of the draft was to better communicate the policy rather than a change in the policy itself. She explained that the draft had been through consultation with two groups of charity trustees who had provided positive and useful feedback which had been incorporated into the final draft.</p> <p>It was suggested that the new policy be highlighted to Third Sector Interfaces and Voluntary Action Scotland.</p> <p>The Board approved the draft policy subject to a number of small amendments.</p>	<p>LA</p>
<p>6.</p>	<p>Agenda item 4: Evaluation of 2005 Act</p> <p>The Head of Engagement introduced paper 402.</p> <p>The Board noted the contents of the paper and welcomed the proposals set out.</p> <p>The suggestion that the work be carried out by an external consultant was noted as being an important factor in ensuring the independence and credibility of the review.</p>	<p>JT</p>
<p>7.</p>	<p>Shulah Allan (Convenor) and Lucy McTernan (Deputy Chief Executive) from SCVO joined the Board following the conclusion of formal business for an informal discussion.</p>	