

**PAPER NUMBER: 2015-02-04/BOARD/408**

**MINUTES**

**OSCR Board meeting**

**Held on Thursday 12 November 2014 at 10 am at Mental Welfare Commission,  
91 Haymarket Terrace, Edinburgh**

**Present:** The Very Rev Dr Graham Forbes, Chair  
Prof. David Harrison, Vice Chair  
David Hughes Hallett, Board Member  
Pat Armstrong, Board Member  
Shona Ulrichsen, Board Member  
Stuart Cross, Board Member  
Fiona Ballantyne, 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  
Nicola McBain, Board Secretary  
Mudenda Munkombwe, OSCR Observer

		<b>ACTION</b>
<b>1.</b>	<b>Apologies</b>  Apologies were received from Board Member Kaliani Lyle.	
<b>2.</b>	<b>Declarations of interest</b>  Declarations of interest were noted from: <ul style="list-style-type: none"> <li>• Stuart Cross and Shona Ulrichsen in respect of Paper 3 Arm's Length External Organisations Research Project.</li> <li>• The Very Rev Dr Graham Forbes in respect of Paper 4 Schools Review draft Final Report</li> </ul>	

3.	<p><b>Agenda item 1: Minutes of previous meeting.</b></p> <p>The minutes of 11 September 2014 were approved.</p> <p>All <b>Matters Arising</b> are covered in the papers presented.</p>	
4.	<p><b>Agenda Item 2: Senior Management Team's Report</b></p> <p>The Chief Executive introduced paper 404.</p> <p><b>Enforcement and registration cases:</b> An update was given on significant cases.</p> <p><b>Website:</b> the Head of Engagement advised the Board that the website is in the final stages of development. The Board made comment about the text colour and it was advised this has been changed. Board Members will be sent a copy of their current CV's on the website should any changes be needed.</p> <p><b>Outreach events:</b> She also advised that we have completed a very successful period of outreach events. Many of these events were oversubscribed, which is positive, and a detailed evaluation will be conducted to plan for 2015.</p> <p><b>Smith Commission:</b> the CEO noted we have not made an official submission to the Smith Commission but will continue to keep a watching brief.</p> <p><b>Projects:</b> The CEO noted that there had been some delays in project work as a result of staff absence, but progress is being made.</p> <p>This led onto a discussion about the <b>staff survey</b> as OSCR had recently received the initial high level results. The CEO advised that there were some improvements in scores from last year, but falls in others, and a slight drop in the overall engagement score. Once the detailed results have been provided, changes will be agreed on the programmes of improvement already underway.</p> <p>The Board asked further about <b>staff absence levels</b> and the Head of Support Services advised that short term absence has decreased.</p> <p><b>Management information:</b> The Management Information was highlighted. It was noted that the number of concerns has increased, and the Head of Enforcement advised that there had been an overall increase in</p>	<p><b>JT</b></p> <p><b>Board Members</b></p> <p><b>DR</b></p>

	<p>concerns reported compared to the previous year. This could be a result of a number of reasons including increased awareness about OSCR, but also a number of these concerns are minor incidents that charities themselves should be dealing with.</p> <p><b>Finances:</b> The Board noted the update on finances and Management Accounts summary provided.</p>	
5.	<p><b>Agenda Item 3: Arm's Length External Organisations (ALEOs) Research</b></p> <p>The Head of Registration introduced paper 405.</p> <p>He advised that they had completed the information gathering stage of the study and are now drafting the research report. There are a number of clear conclusions that will be outlined, and the Board advised it will be important that we use the strong evidence base collected to support these. It will also be important that the report is future proofed, so that it can continue to be used for what will possibly be a growing sector.</p> <p>The Board approved the recommendation to publish the report in early January 2015.</p>	MT
6.	<p><b>Agenda item 4: Schools Review Draft Report</b></p> <p>The Head of Registration introduced paper 406.</p> <p>He presented a draft report based on the Board discussions in June 2014. Essentially the report tells the story of the schools review process and the nature of the decisions made.</p> <p>The Board made a few comments on the detail of the report and suggested a number of changes.</p> <p>The Board were also advised that OSCR has been asked to give oral evidence to the Public Petitions Committee in early January 2015 on the petition regarding the charitable status of independent schools.</p> <p>The Board approved the recommendation to publish the report, subject to Board amendments, by the end of November 2014.</p>	MT
7.	<p><b>Agenda item 5: Targeted Regulation Consultation Feedback</b></p> <p>The Head of Enforcement introduced paper 407.</p> <p>She advised that the consultation process had been very</p>	

	<p>successful with over 370 written responses and participation by a further 360 individuals at the events. A profile of respondents was presented along with the initial high level results in each of the four consultation areas.</p> <p>The full consultation report will be published in early December 2014, with the Board having sight of this initially in late November 2014.</p> <p>The changes taken forward following consultation will now be managed by OSCR's Change Control Group and the Board will be updated on progress accordingly.</p> <p>Feedback on the consultation process was given by Board members and this will be taken account of for future consultations.</p> <p>The Board noted the consultation feedback.</p>	<p><b>LA</b></p> <p><b>JT</b></p>
<b>8.</b>	<p><b>Any other business</b></p> <p>No other business was noted.</p>	