

Minutes: Scottish Charity Regulator (OSCR) Board meeting, 15 June 2016, Dundee

PAPER NUMBER: 2016-09-14/BOARD/454

Board Members present: The Very Rev Dr Graham Forbes (Chair), Prof. David Harrison (Vice Chair), Shona Ulrichsen, Prof. Stuart Cross, Kaliani Lyle, Jess Wade, Pat Armstrong, Sophie Flemig (by telephone) Sonia Johnston (shadow Board member).

OSCR attendance: David Robb (Chief Executive), Laura Anderson, Head of Enforcement & CAR Team
Judith Turbyne, Head of Engagement & TR Unit, Judith Hayhow, Head of Support Services,
Nicola McBain, Acting Head of Registration,

Participants (Fundraising item) Moira Cathcart, Senior Legal Advisor and Caroline Monk, Engagement Manager: Policy & Guidance

Observer: Paula Duncan, Engagement Manager: Skills & Governance

Board Secretary: Morag Stewart

Preliminaries		
Agenda item	Area	Action
1.	Chairman's introduction Graham welcomed the Board members.	
2.	Declaration of interest Graham Forbes, David Harrison & Prof Stuart Cross declared an interest in the Higher Education Governance Act.	
3.	Minutes of previous meetings: 11 May 2016 Approved. To be uploaded to website	MS (done)

Preliminaries (cont)		
Agenda item	Area	Action
4.	Matters arising None	
5.	Environmental scanning The Board members gave updates on issues of relevance to OSCR's work from their recent experience and personal perspectives. Themes discussed included the EU referendum, ALEOs, national government funding and the Higher Education Governance Act.	
Papers		
6.	<p>Chief Executive's report (447) The Chief Executive introduced the paper.</p> <p>Registration cases, appeals & reviews: verbal updates were given on significant cases.</p> <p>Enforcement: verbal updates were given on significant cases.</p> <p>Engagement: the Board noted that the <i>Meeting the Charity Regulator</i> events In Orkney and Shetland went well & attendees provided positive feedback.</p> <p>Charity & public surveys: the Board noted that we will soon be publishing the results of our surveys online.</p>	

Papers (cont)		
Agenda item	Area	Action
7.	<p>Performance Management Report (448) The Head of Support Services introduced the paper.</p> <p>The Board noted the changes in respect of some of our key performance indicators (KPIs) which better reflect the work we now undertake in accordance with Targeted Regulation.</p> <p>Further work is underway in respect of refining our current OSCR's KPIs (to reflect the changes brought about by our new ways of working). An update will be provided at our November Board meeting.</p>	JH
8.	<p>2016-17 Expenditure overview (449) The Head of Support Services introduced the paper.</p> <p>The Board noted the contents of the paper.</p>	
9.	<p>Audit Committee Annual Report (450) The Vice Chair of the Board & the Head of Support Services introduced the paper.</p> <p>The Board noted the contents of the paper & the minutes of the most recent Audit Committee (8 June 2016).</p>	
10.	<p>Annual Report & Accounts 2015-16 (451) The Head of Support Services introduced the paper.</p> <p>The Board confirmed that they were happy with the contents of the Annual Report & Accounts.</p> <p>The Board formally thanked the Head of Support Services & all staff who worked on this document for the huge amount of good, high quality work that went into producing it.</p>	

Papers (cont)		
11.	<p>Risk Registers (452) The Head of Support Services introduced the paper.</p> <p>Risk appetite: the Board highlighted that there may be a need to include a statement regarding our overall risk appetite into the Risk Register. This is to be considered & recommendations brought to the September Board meeting.</p> <p>Changes to probability & impact: the Board highlighted that it wasn't clear when changes are made to these areas of the RRs (change in direction i.e. increase or decrease). It was suggested that arrows be used to represent these changes.</p> <p>Loss of key staff: the Board asked for this risk (no.10 SMT) to be separated out to highlight the difference in risks in terms of key staff leaving OSCR altogether, and staff absence due to long term sick or maternity leave.</p>	<p>SMT</p> <p>JH</p> <p>JH</p>
12.	<p>Fundraising update (453) The Head of Engagement introduced the paper.</p> <p>There was a general discussion around the content of the Scottish Fundraising Working Group draft report. The Board noted the content of the report but asked for more detail & greater clarity of the role of OSCR in fundraising complaints going forward.</p> <p>The Board confirmed that OSCR would be happy to help wherever possible.</p>	<p>JT/DR</p>
13.	<p>AOCB Social impact pledge: the Board agreed that OSCR should be involved in this. The Board will feedback any ideas separately.</p>	<p>ALL</p>