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Minutes: Scottish Charity Regulator (OSCR) Board meeting, 6 December 2017, Dundee

Board Members present:	The Very Rev Dr Graham Forbes (Chair), Prof. David Harrison (Vice Chair); Pat Armstrong, Dr. Sophie Flemig, Prof. Stuart Cross, Jessica Wade, Shona Ulrichsen
OSCR attendance:	David Robb, CEO; Martin Tyson, Head of Casework; Judith Turbyne, Head of Engagement & Targeted Response Unit; Judith Hayhow, Head of Support Services; Laura Anderson, Head of Professional Advice & Intelligence; Moira Cathcart, Senior Legal Advisor.
Board Secretary:	Nicola McBain, Engagement Manager
Observer:	Norma MacKenzie, Compliance and Investigations Manager

Preliminaries		
Agenda item	**Area**	**Action**
1.	**Chairman's introduction** Graham welcomed the Board members. As Prof. David Harrision stands down following the next meeting, the Chair advised that he had invited Pat Armstrong to become Vice Chair and Prof. Stuart Cross to take the role of Chair of the Audit Committee.	
2.	**Declarations of interest** Declarations of interest were noted: • Jessica Wade: one of the charities noted under Registration & Enforcement cases The Chair indicated that he would actively manage this during the meeting, and should it become necessary, would ask the specific person to leave.	
3.	**Minutes of previous meetings: 13 September 2017 (486)** Approved. Minutes to be uploaded to website.	**NM**
4.	**Matters arising & 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: • Potential local authority budget costs and the impact on charities • Potential for a Governance Code for Scotland • Chair support group that has been established by ACOSVO • Changes within the third sector team in Scottish Government • Procurement and the third sector		
5.	**Chief Executive's report (487)** The Board noted the content of the paper. **Registration and Enforcement cases:** Verbal updates were given on significant cases and recent developments. A discussion was had on the number of sport organisations applying for charitable status. An increase has been noted, and the Board suggested that this may be a useful topic for a future Strategic Session. **Engagement:** Verbal updates were given on: • Attendance at the Scottish Committee of Bankers where it was agreed that charities and banking will be annual agenda item. Feedback on banking issues was also provided by the Board. • Success of Trustee Week. • Increased use of the Registration logo for charities • Barclay Review: The Head of Engagement updated the Board noting the SG statement on ALEO's, and advising that further detail will be contained in the SG improvement plan that is expected soon. **Targeted Response:** Verbal updates were given on: • Ongoing pilot work in respect of charities of interest and random checking. A report is expected for the next Board meeting. • No longer using the term 'non submitting charities' for those charities not submitting annual returns and accounts; these will now be known as 'defaulting charities'. A draft policy on	**NM** **JT** **JT**	

	these will be shared with the Board soon. **Online applications project:** An invitation to tender has been issued and it is hoped to award a contract before the end of 2017. The Board will be kept informed. **Legislation:** Updates were given on: • Crown Estate Bill • Scottish Land Commission **CCEW:** The Chief Executive and others attended the UK/Ireland Joint Regulators Forum. This is a useful engagement activity and a number of topics common to each body were discussed. **SORP:** Four working groups have been established to look at key issues areas and the outcomes from these will be the main theme of work for the SORP Committee in 2018/19. **Staffing:** Verbal updates were given on: • Results of the people survey 2017. Positive progress in most areas with credit to managers and those involved in managing change. Still areas of concern and a staff session on the results to be held very soon. • Completion of the internal audit visit. • OSCR signing up to the Healthy Working Lives initiative.	**NM**
6.	**Performance Management Report (488)** The Board noted the contents of the paper. Specific points covered include: • The levels of concerns and how OSCR manages expectations around this. • Scenario Planning ahead of the budget announcement.	
7.	**Holding Board meetings in public (489)** The Head of Support Services introduced this paper which was a follow up from Paper 484. Further consultation has taken place with the Care Inspectorate on how they undertake public meetings. The Boar agreed to trial open meetings for the business year 2018/19.	**JH/NM**

8.	**OSCR Corporate Governance Review (490)** The Chair of the Audit Committee introduced this paper. This demonstrates OSCR's compliance with the Good Governance Standard for Public Services' Report. The Board noted the contents of the report and agreed to publish on the OSCR website.	**NM**
9.	**Digital Update** Dr Flemig provided a verbal update on the work of the Digital Sub-Group and suggested that attendance be widened out to other staff. It was agreed by all that it was important that this work continues to move forward and further meeting of the group will be organised for the New Year with the aim of pulling together a work-plan for the group.	**Digital Sub-Group**
10.	**Other business** The Head of Professional Advice & Intelligence provided an update on the Local Government Pension Scheme, advising that the possible loan fund referenced at the last meeting was not now looking feasible. OSCR are continuing to be engaged on this issue and should have a further update in 2018 on further work that can be undertaken in this area.	**LA**