

Minutes: Scottish Charity Regulator (OSCR) Board meeting, 6 February 2019, Dundee



Board Members present: The Very Rev Dr Graham Forbes (Chair), Pat Armstrong (Vice Chair), Prof. Stuart Cross, Jessica Wade, Dr Sophie Flemig, Jill Vickerman, Stephanie Fraser.

OSCR attendance: Maureen Mallon, CEO; Judith Hayhow, Head of Support Services; Martin Tyson, Head of Casework; Laura Anderson, Head of Professional Advice and Intelligence Dr Judith Turbyne, Head of Engagement and Targeted Response Unit; Moira Cathcart, Senior Legal Advisor.

Board Secretary: Caroline Monk, Engagement Manager

Apologies: Shona Ulrichson

Preliminaries		
Agenda item	Area	Action
1.	Chairman's introduction Graham welcomed the Board members and in particular Maureen to her first OSCR Board meeting. Graham expressed thanks to David Robb (former CEO) for his work over the last 7 years.	
2.	Declarations of interest Stuart declared interests in Butterstone School and NHS Tayside	
3.	Minutes of previous meetings: 4 December 2018 (517) Approved. Minutes to be uploaded to website. Maureen asked about the Digital work and Sophie advised that she was looking forward to the Board and SMT deciding on the next steps. Sophie highlighted the work by Louise and David A on quick wins which is nearing completion.	PD SMT and Board members

4.	<p>Matters arising & environmental scanning</p> <p>The Board members gave updates on issues of relevance to OSCR’s work from their recent experience and personal perspectives.</p> <p>Themes discussed included:</p> <ul style="list-style-type: none"> • Potential impacts of funding cuts across the sector and the country were highlighted as a concern by a number of members. • Impacts of Brexit were raised by a number of members. • SDSS and the Alliance are launching a user survey of self-directed support. • Free personal care for under 65’s to be implemented shortly, the impact of which will need to be assessed. • Scottish Government health improvement consultation received over 800 responses. • The National Advisory Commission for Neurological Conditions launched the national neurological plan which is currently out for consultation, closing on 8 February. • Stephanie advised she has been invited to join the breakfast Panel with the First Minister at the Gathering. • Feedback on the Governance Code has been positive and there are several events planned at the Gathering, WS Society and a Lindsays event organised with the Cabinet Secretary for Communities and Local Government. • ACOSVO are continuing their work with the cyber catalyst working group at Scottish Government. • ACOSVO have launched an interim CE support service, for which there is high demand. • The impression from the legal profession to the charity law consultation is positive in that the proposals are welcomed, but some disappointment at the lack of ambition. • The possibility of more mergers in the sector increases as funding cuts hit. • The Accounts Commission are discussing the 	
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	<p>role of the third sector in society and the economy.</p> <ul style="list-style-type: none"> • SCVO's blog on why charities should matter to local authorities was highlighted. • Public inquiry into NHS Highland due to report in March. • NHS seeing significant vacancies across the board, staffing is included in the new Health and Social Care Plan. 	
5.	<p>Operational report (518)</p> <p>Maureen opened with some early observations of OSCR being a welcoming and open environment. She updated the Board on her initial discussions with Lisa Bird and that the Chair recruitment was still on track for a 1 March appointment.</p> <p>The Board noted the content of the paper.</p> <p>Verbal updates were given on:</p> <p>Engagement:</p> <ul style="list-style-type: none"> • Locations and dates for the 2019 Meet the Regulator events have been identified. Details to be sent to the Board once confirmed. • Feedback from Trustees' Week has been very positive and planning for 2019 is already underway. • The Communications Manager is currently developing a Trustee Guidance and Information Pack. • We will be present at The Gathering in February. We will have a stand for both days and will do an event on Trustee Recruitment. • Continuing work with SCVO, Scottish Government and Scotland's International Development Alliance and other UK stakeholders on safeguarding. <p>1.2 PROJECTS</p> <p>A. Organisational Development and cultural</p>	PD

	<p>change.</p> <p>Judith H gave a verbal update. The Taylor Clarke Partnership has been formally appointed as our HR and OD consultant-partner and there will be briefings for the Board on progress.</p> <p>There was some feedback on the staff session held at the end of 2018. The OD work would build on the output of the session.</p> <p>B. Online Becoming a charity application form</p> <p>Martin advised the Board that the project was slightly behind schedule, but that the BETA testing has produced good feedback. The next step is to open up the form as our primary channel from February so a higher volume of applications can be tested.</p> <p>C. Risk Assessment Function</p> <ul style="list-style-type: none"> • A project team has now been established and is making good progress. The pilot is due to start in March. • There have been discussions about whether risk is assigned to a case or to a charity. <p>2.1 Scottish Government: Jude advised that the review and update of our Framework agreement is currently on pause. .</p> <p>2.2 SORP: Laura gave an update on the SORP governance review. Analysis of the consultation responses is ongoing, with a good mix of views in the responses.</p> <p>3. CORPORATE SERVICES Judith H gave updates on the following:</p> <p>3.1 Staffing and recruitment:</p> <ul style="list-style-type: none"> • Four posts are currently being recruited. It was acknowledged that there are more vacancies which are not currently being recruited for while we continue with the risk pilot. 	
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	<ul style="list-style-type: none"> • There was some discussion about how to raise the profile of OSCR vacancies. <p>3.2 External Audit Business planning for 2019-20 will begin shortly with an SMT meeting.</p>	
6.	<p>Performance Management Report (519) Judith H introduced the paper, the following items were highlighted:</p> <ul style="list-style-type: none"> • there has been an increase in the number of concerns received from external sources. But no particular trend in the concerns has been identified. It was highlighted that OSCR’s public profile has increased slightly which may account for an increase in concerns. • The costs of cloud hosting and licence support were discussed. • The Facebook statistics were queried, followers are up but post reach is down. Figures and potential reasons to be checked. 	JT
7.	<p>Consultation on Scottish Charity Law (520)</p> <p>The Board discussed various options for OSCR’s formal response to the consultation. It was agreed that the website information be used as a basis, with additional information outlining OSCR’s desire to continue the conversation about the changing nature of the sector in society and OSCR’s role.</p> <p>It was agreed that the Chair would write to the Cabinet Secretary, following our consultation submission, highlighting other areas that merit further discussion and the Board would discuss these further at the April strategy session.</p>	