

Minutes IRM Charities SiG meeting 22.01.07

Attendees:

Oliver Boyle (Chairman)
Emma Haxhaj (Secretary)
George Cameron
Shirley Scott
Iain Simpson
Catherine Tasker

Apologies:

Stuart Dowsen
Steve Fowler
Marion Robery
Edward Sankey
Liz Taylor
Louise Thomson

1. Catherine Tasker stopped by to introduce herself to the Group as Sara Furegard's replacement at the IRM.
2. Oliver reported back on the ICSA/IRM roundtable discussion on 4 January 2007, which went very well and produced some interesting feedback. Copies of the minutes were circulated to Group members prior to the meeting.
3. Copies of the following documents were circulated and Emma has kept a file copy for future reference:
 - Strategic Risk Management framework – Charity Commission website (from M. Robery).
 - Examples of potential risk areas, their potential impact and mitigation – Charity Commission (from M. Robery).
 - Charities, risk and risk management questionnaire – Charities Commission (from O. Boyle).
4. Following discussion on how next we should proceed, it was agreed that we probably have enough information and expertise among the members of the Group to start writing some basic guidance. There is no need now for a questionnaire, instead Oliver suggested that an interactive e-mail with suggested risks and ideas should be circulated to Members so that we can make a start outside of the meetings.

Action: Oliver to start interactive document and send out to Members in the next couple of weeks.
5. The possibility of working with regional Councils for Voluntary Services (CVSs) and the National Association for Voluntary and Community Action (NAVCA) was raised by Shirley. They are good at distributing information and guiding charities, so may be able to help us.

Action: Shirley to produce a paper/proposal on the possibility of working with CVSs and NAVCA.
6. The need to recruit some charity trustees and managers into the Group was acknowledged.

Action: Oliver and Shirley to approach contacts.
7. No further business.
8. Date of next meeting to be arranged.