

Board Meeting 21
9.00am Wednesday 11th July 2018
CIFO office, St Helier

Minutes

Board of Jersey OFSO
Board of Guernsey OFSO

Present:

David Thomas (DT) in the chair
Debbie Guillou (DG)
John Mills (JM)


In attendance:

Douglas Melville (DM), Principal Ombudsman and Chief Executive
Sophie Watkins (SW), Manager of Administration and Stakeholder Management

Apologies:

John Curran (JC)

1	Minutes of the last meeting The board approved the minutes of the last meeting.	Action
2	Approval of previous Board decisions The board noted the Chairman had signed the amended letters of representation regarding the 2017 audit of the OFSOs on 25 April 2018.	
3	Guernsey OFSO The board noted: <ul style="list-style-type: none"> the plans for the annual public meeting on the 2017 annual report on 12 July 2018; and the submission of the completed questionnaire for the States of Guernsey review of arms-length bodies. 	
4	Jersey OFSO The board noted the plans for the annual public meeting on the 2017 annual report on 11 July 2018. The board considered an application to vary the levy amount on levy notice J2018-009 and agreed there were exceptional reasons to do so.	

9.4	Insurance coverage This was deferred to the next board meeting.	
10	Consultations The board considered the responses to CP14 and approved: <ul style="list-style-type: none"> • The recommendation regarding the change to levy-setting to a pan-CI approach; • Holding the case fees at the current level, with no cap or discretion to vary as there was insufficient support for this in responses. It will be possible to hold further consultations as needed in future; • The board noted the potential legislative approach and agreed it would be helpful to consolidate the accounts of the two OFSOs if practicable. • While implementation is desirable and should be encouraged to be in place for 1 January 2019, the board agreed this was not essential for 1 Jan 2019. 	
11	Policy on conflicts of interest The board received completed questionnaires from two board members and all staff members, reviewed the report on conflicts of interest and noted the one actively managed potential conflict.	
11	Future board meetings The board agreed these should be held on one full day 9am – 5pm, ideally on Tuesdays. For implementation from the next board meeting.	SW
	Approved at board meeting 22 on 23 October 2018  Chairman	