

SCFDG News

a newsletter of the Scottish Charity Finance Directors' Group

Welcome to the second edition of the SCFDG e-newsletter. We launched this in April of this year with the aim of providing an update on matters of interest to our members, together with details of upcoming events organised by SCFDG.

Since our last e-newsletter we launched our new idea of inviting members to network and discuss issues with each other over lunch. This started off with a larger event hosted by The Royal Bank of Scotland in April which was very well attended by many of you. We then followed this with two smaller events, run simultaneously in Glasgow and Edinburgh, hosted by SCFDG members. We received a very positive response from the attendees at all of these events and we will be running them again early in 2009. If you know of anyone who might be interested in hosting a lunch, then please get in touch with our Administrator, Irene Cameron (icameron@a-m-s-online.com).

Upcoming events to put in the diary before then, however, are the seminar "IT for Finance Directors" on 9th October in Glasgow and our AGM on 12th November at the Royal Scots' Club, Edinburgh. We sincerely hope that members will support both events. Indeed, the AGM is **your** opportunity to offer comments and suggestions on how SCFDG can best meet the needs of its members. Following the AGM there will be a networking opportunity to meet fellow members over drinks and canapés and discuss areas of mutual concern or interest. We look forward to seeing you there!

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For all the latest news and information
on SCFDG visit our website at:

www.scfdg.org.uk

CFDG Yearbook

In response to feedback from the membership survey undertaken during 2007, and in light of rising printing and circulation costs, the Executive Committee is proposing to offer the next issue of the CFDG yearbook (scheduled for circulation in January 2009), on an optional basis.

Members who wish to receive a copy of the yearbook in January 2009 should e-mail the SCFDG Administrator (icameron@a-m-s-online.com) no later than Wednesday 8 October 2008 and reference the subject heading "SCFDG Yearbook Opt-in".

It is further proposed that with effect from the new financial year commencing 1st April 2009, annual subscriptions will be offered on a tiered basis, with a reduced rate being offered to those members who do not wish to uptake the yearbook.

SORP COMMITTEE latest.....

The stakeholder forum was held on 25 April and a series of roundtables will now be organised across the country with the Scottish event expected to take place before Christmas 2008. You can keep up to date by viewing SORP committee minutes and papers which are available online at: <http://www.charitycommission.gov.uk/investigations/sorp/compapers.asp>

Employment Issues

NATIONAL MINIMUM WAGE

From 1st October 2008 the national minimum wage rises to £5.73 per hour for workers aged 22 or over. The rate for workers aged between 18 and 22 will also rise to £4.77 per hour and the rate for 16-17 year olds rises to £3.53. <http://www.berr.gov.uk/employment/pay/national-minimum-wage/>

MATERNITY/ADOPTION LAW

Employees who are due to give birth or adopt on or after 5th October 2008 will have the right to the same terms and conditions during Additional Maternity Leave and Additional Adoption Leave (AAL) as they have during Ordinary Maternity Leave (OML) and Ordinary Adoption Leave (OAL).

EMPLOYEE LIABILITY INSURANCE

Employers' Liability (Compulsory Insurance) (Amendment) Regulations 2008 are implemented from 1st October 2008. The 2008 Regulations amend the Employers' Liability (Compulsory Insurance) Regulations 1998 and remove the requirement for employers to retain their employers' liability insurance certificate for 40 years. The new Regulations also make it possible for employers provide the certificate electronically so long as it is reasonably accessible to employees. http://www.opsi.gov.uk/si/si2008/uksi_20081765_en_1

EMPLOYEE ABSENCE

CIPD have published their annual absence survey and the results show that the cost of each employee's absence to the employer has increased to £666 a year. The report shows that, on average, sickness absence accounts for 8 days per year for each employee. The survey can be found at: <http://www.cipd.co.uk/subjects/hrpract/absence/absmgmt.htm>

News from OSCR

Public and Charity Views published

OSCR has published the findings of its surveys into the views of the public and the charity sector carried out earlier this year. The surveys, which track views on charities and charity regulation, were conducted in April and are published in its summary report "Public and Charity Perceptions—Summary of OSCR's 2008 Surveys" . (www.oscr.org.uk)

OSCR appoints new Board Members

OSCR welcomed three new members to its Board in June: Fiona Ballantyne, David Hughes Hallett and Oscar Mendoza. The new members bring a range of relevant experience of the charity sector and will serve for a four year period to June 2012.

Would you like to raise any questions with OSCR's Board and Senior Management Team ?

There is an opportunity to do this at OSCR's 2008 conference which is to take place at the Carnoustie Golf Hotel and Spa on the 3 November 2008. For more details and booking form, follow the link <http://www.oscr.org.uk/NewsItem.aspx?ID=f0d64243-9ef7-4354-a89a-4e756d2680c2>

TAX MATTERS

NEW PAYE FORMS

New forms P45 and P46 are due to be released later this year in preparation for the move to online filing. The new forms will be available from October. Employers should ensure that they use the revised forms from the date of issue. Online filing of forms P45 and P46 becomes mandatory for all employers with 50 or more employees from April 2009.

INCREASED PERSONAL ALLOWANCES

The basic Personal Allowance for the 2008-09 tax year has increased by £600 from £5,435 to £6,035 and the basic rate limit has reduced from £36,000 to £34,800. Employers will need to make adjustments to relevant employee salaries in the September payroll (provided they are paid on or after 7 September and are taxed on the normal cumulative basis). Employers should have received a further Employer CD ROM with the updated tax tables and other information they need to make the change. More information can be found at: <http://www.hmrc.gov.uk/employers/epa-basicrate.htm>

**This newsletter is sent out for information only and no liability shall be held for any incorrect information contained within.
SCFDG members should consult professional advisers at all times before acting upon any information.**

Diary Dates 2008

Thursday 9th October

"IT for Finance Directors"

Guest speaker: James Hamilton
Business Development Director
Capito Ltd

The Teacher Building, Glasgow
2.30pm for 3.00 pm

Wednesday 12th November

Annual General Meeting & Informal Networking Session

Royal Scots' Club, Edinburgh
4.00 pm - 6.00 pm

Your Executive Committee needs YOU!

Three of our hard-working Executive Committee members are due to retire at this year's AGM so we urgently need members to volunteer to step into the breach.

The task is not onerous—a commitment to attend approximately four Executive Committee meetings each year, together with a willingness to support and encourage attendance at SCFDG events and seminars, is all it takes.

If you are interested in taking on the challenge and would like further information, please contact the SCFDG Administrator (icameron@a-m-s-online.com) or any existing Executive Committee member. A full listing with contact details is available on the website at www.scfdg.org.uk.

If you would like to nominate a fellow member for the Committee, please complete the nomination form overleaf and return it to the SCFDG Administrator, PO Box 2781, Glasgow, G61 3YL.

Notice of AGM

Notice is hereby given that the Fifteenth Annual General Meeting of the Scottish Charity Finance Directors' Group will be held on Wednesday 12th November 2008 at the Royal Scots Club, Edinburgh, commencing at 4.00 pm.

AGENDA

- 1 Welcome.
- 2 Approval of minutes of the 14th AGM held on 30th October 2007.
- 3 Convener's Report.
- 4 Approval of Statement of Accounts and Balance Sheet for the year ended 31st March 2008.
- 5 Appointment of Independent Examiner.
- 6 Election of Executive Committee Members.
- 7 Approval of annual subscription for 2009/10.
- 8 AOCB.

Informal Networking Session

An informal networking session will follow the AGM with the opportunity to chat with the new Executive Committee and fellow members. Guests of existing members, together with potential new members, will be made most welcome.

Drinks and canapés will be served from 4.30 pm - 6.00 pm.

Please confirm your attendance to the SCFDG Administrator (icameron@a-m-s-online.com) by Wednesday 5th November.

Esther Stirton
Secretary



SCOTTISH CHARITY FINANCE DIRECTORS' GROUP

ANNUAL GENERAL MEETING
WEDNESDAY 12th NOVEMBER 2008

Executive Committee Elections

NOMINATION FORM

I wish to nominate the following person(s) for election to the SCFDG Executive Committee for 2009/10:-

Name:

Organisation:

Proposer's signature:

Nominee's signature:

Name:

Organisation:

Proposer's signature:

Nominee's signature:

Name:

Organisation:

Proposer's signature:

Nominee's signature:

**Nomination forms should be completed and returned to
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