



BOARD MEETING

MINUTES OF THE MEETING HELD ON

MONDAY 10th APRIL 2017 at 10:00AM

THISTLE HOUSE, 91 HAYMARKET TERRACE, EDINBURGH

- Present: Dr Michael Ewart, Acting Chairing Member
Mrs Alison Mitchell
Mrs Deirdre Fulton
Professor Stephen Tierney
Ms Neelam Bakshi
Sheriff O'Grady QC
Mr James McNeill QC
Mr Alistair Morris
- Apologies: Mr Michael Garden, Chief Executive
The Hon Lady Wise
The Hon Lord Minginish
Sheriff Principal Pyle
- In attendance: Miss Kerry Love, Secretary to the Board and Court
Appointments Manager
Mr John Wallace, Tribunal Appointments and
Governance Manager

1. Welcome and Apologies

1.1 Dr Ewart welcomed the Board Members to the meeting. Apologies were received from Lady Wise, Lord Minginish, Sheriff Principal Pyle and Mr Michael Garden.

2. Minutes of the 20th February 2017 Board Meeting and Workshop held on 15th March 17

2.1 The minutes of the meetings were approved by the Board.

3. Matters arising from the minutes

3.1 There were no matters arising.

4. Chairing Member and Chief Executive Updates

4.1 Dr Ewart, as Chair of the panel, provided the Board with an update on progress with the President of the First-Tier Tribunal, Tax Chamber appointment.

4.2 The Secretariat provided the Board with the following updates:

- Ms Love provided the Board with an update on the organisation of the outreach events for 2017.
- The Sheriff appointment round will launch on 12th April 2017. The selection panel have agreed the appointment pack, subject to confirmation of the vacancies from the Judicial Office for Scotland.
- Benchmarking for the First-Tier Tribunal for Scotland, Housing and Property Chamber exercise has taken place. The sift will take place on 18th and 19th April 2017.
- Mr Wallace provided feedback from a recent meeting he and Mr Garden attended with Scottish Government colleagues working on Social Security policy.

5. Draft Annual Report (JABS 2017 15)

5.1 The Board commented on the first draft of the 2016-17 Annual Report. Mr Wallace will make the necessary changes and present a final version to the May Board Meeting for approval.

Action point: Mr Wallace to make the necessary changes and present a final version to the May Board Meeting for approval.

6. Business Plan and Risk Register (JABS 2017 16)

6.1 The Board approved the draft Business Plan for 2017-18 and thanked the Audit and Risk Management Committee for their contribution.

Action point: Mr Wallace will arrange for it to be published on the Board's website.

7. New Chair Induction (JABS 2017 17)

7.1 The Board considered a draft induction plan for the new Chairing Member of the Board and made suggestions to be included in the final version.

Action point: Ms Love to update the induction plan in advance of the new Chair taking up appointment.

8. Any other business

9. Draft Minutes of Diversity Steering Group Meeting on 21st March 2017 (JABS 2017 18)

9.1 The Board noted the minutes of the meeting. Professor Tierney expanded on some of the key points from the discussion.

10. Forward Look (JABS 2017 19)

10.1 The Board noted the Forward Look detailing key dates up to the end of 2017.