

## Ordinary Member of the First Tier Tribunal for Scotland Housing & Property Chamber

### **Role of an Ordinary Member**

- To work collaboratively as part of the tribunal to ensure that proceedings are fair, informal and efficiently managed in line with the overriding objective.
- To communicate effectively with all tribunal users, showing consideration for their needs and actively listening to ensure that parties are able to fully participate in the process.
- To weigh potentially conflicting evidence, making use of knowledge or experience in housing or property related matters and contribute to an independent and reasoned decision.
- To support the Chairing member of the tribunal in drafting decisions which appropriately reflect the issues considered.
- To provide advice to other members, and assistance to parties to the proceedings on the housing issues arising, ensuring proceedings are fair and efficiently managed.
- To seek warrants for entry from the appropriate court, give police statements and evidence in prosecutions related to tribunal decisions, and facilitate the effective disposal or determination of matters before the tribunal.
- To engage constructively in any involvement with the Head of the Scottish Tribunals (the Lord President), the President of the Scottish Tribunals, the Chamber President, other members of the Chamber and tribunal and all Scottish Courts and Tribunal Service staff supporting the tribunal.
- To be able to communicate electronically and carry out all other tasks that may reasonably be required.

### **Travel**

You may be required to travel throughout Scotland on occasion.

### **Time Commitment**

The time commitment will vary depending on the work of the tribunal but is expected to be around 15 days per year.

### **Period of appointment**

All initial tribunal appointments are made for 5 years with a rolling reappointment every 5 years thereafter until the statutory retirement age, which is currently 70 years of age.

Full details can be found in the relevant legislation.

### **Relevant legislation and background**

The Ordinary Member is appointed under [section 32(1) and Schedule 3 of the Tribunals Scotland Act 2014 ('the 2014 Act')] and has the functions set out in that Act.

[\*\*The First-tier Tribunal for Scotland Housing and Property Chamber \(Procedure\) Regulations 2016\*\*](#)

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