



BOARD MEETING

MINUTES OF THE MEETING HELD ON

MONDAY 16th MAY 2016 at 10:15AM

THISTLE HOUSE, 91 HAYMARKET TERRACE, EDINBURGH

- Present: Sir Muir Russell, Chairing Member
Dr Michael Ewart
Mrs Alison Mitchell
Mrs Deirdre Fulton
Professor Stephen Tierney
Ms Neelam Bakshi
The Hon Lady Wise
Mr James McNeill QC
Mr Alistair Morris
- In attendance: Mr Michael Garden, Chief Executive
Miss Kerry Love, Secretary to the Board
Mrs Dorothy Smith, Policy Officer
Mr Michael Johns-Perring, Appointments Team Leader
Miss Rachel Craig, Board Administrator
- Apologies: The Hon Lord Minginish
Sheriff Principal Pyle
Sheriff Mackie

1. Welcome and Apologies

1.1 The Chairing Member welcomed the Board Members to the meeting, and gave a special welcome to Lady Wise who was attending her first meeting since being appointed to the Board on 1st May 2016. Apologies had been received from Lord Minginish, Sheriff Principal Pyle and Sheriff Mackie.

2. Minutes of the 18th April 2016 Board Meeting

3.1 The minutes of the Board Meeting were approved by the Board, subject to minor amendment.

Action point: Board Secretary to amend the minutes as necessary.

3. Matters arising from the minutes

3.2 There were no matters arising that would not be covered elsewhere in the agenda.

4. Chairing Member, Chief Executive and Other Updates

4.1 Mr Garden provided the Board with the following appointment updates:

- Successful applicants from the recent Senator exercise had been formally announced and would take up appointment in due course.
- The advert for a Sheriff Principal in Glasgow and Strathkelvin had now closed. Six applications had been received and the sift would take place Tuesday 17th May.
- The advert for a Sheriff in Aberdeen would close on Wednesday 18th May.
- The Lord President was currently considering the number of vacancies that would be included in the next Summary Sheriff appointment round.

4.2 The Board agreed that Assistants should be offered the opportunity to observe the Board Decision Meeting for appointment rounds they have been involved in.

4.3 Mr Garden provided the Board with an update on the transfer of devolved and reserved tribunals to the Board.

4.4 Mike Ewart reported that the sift for the appointment round to replace the Chairing Member's was scheduled to take place on the 17th May.

4.5 Mr Morris raised a concern about the length of examples of written work being provided by applicants, and the resource required to give them due attention. The Board agreed that the Quality Assurance Group should consider this in more detail and report back to the Board in due course.

Action point: QAG to consider the guidance for applicants on written work examples.

5. Annual Report 2015-16 (JABS 2016 20)

5.1 The Board approved the 2015-16 Annual Report subject to further amendments. The final report will be published on the Board's website and laid in the Scottish Parliament before the summer recess 2016.

Action point: Mrs Smith to make the necessary amendments and arrange for the report to be published.

6. Diversity Strategy 2016 (JABS 2016 21)

6.1 The Board agreed further amendments to the Strategy and asked Mrs Smith to circulate an updated version to the Board. The final version will be published on the Board's website.

Action point: Mrs Smith to make the necessary amendments and recirculate to the Board.

7. Any other business

7.1 The Board considered a request from the Faculty of Advocates for a bespoke outreach event in advance of the summary sheriff appointment launching. The Board agreed that it would also need to offer bespoke events to other branches of the legal system, and time and resourcing did not allow for this.

Action point: Mrs Smith to respond to the Faculty of Advocates to advise a bespoke event will not be possible in advance of the next Summary Sheriff exercise launching.

8. Minutes of the ARMC Meeting on 18th April 2016.

8.1 The Board noted the minutes of the meeting.

The meeting closed at 11:30