



Judicial Appointments Board
for Scotland

Annual Report **2017–2018**



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for Scotland

Annual Report

2017–2018

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Our aims are:

To attract applicants of the highest calibre, to encourage diversity in the range of those available for selection, and to recommend applicants for appointment to judicial office on merit through processes that are fair, transparent and command respect.

Foreword



I am pleased to present the ninth Annual Report of the Judicial Appointments Board for Scotland (JABS) as a statutory body. It is customary for the Board's Annual Report to be presented to the Scottish Ministers who then lay it before the Scottish Parliament.

It has been an honour and a privilege for me to contribute to the work of Judicial Appointments Board for Scotland since I was appointed as Lay Chairing Member in May 2017. This reporting year, the Board has continued to deliver on its core purpose of making recommendations for appointment to judicial offices in Scotland based on merit. A total of 65 people have taken up office as tribunal members and sheriffs based on our work.

We have taken up the challenge of improving the efficiency and effectiveness of the work of JABS. Appointment rounds are being simplified and streamlined to reduce the burden on both applicants and Board whilst continuing to achieve the best outcome – that the most suitable people are recommended for appointment through a fair and transparent process.

With the future of justice in Scotland in mind, it is encouraging that numbers of quality applicants continue to significantly exceed the number of recommendations we are asked to provide. This does present the special challenge that most people who engage with the Board are disappointed in their ambition.

This year, the Board has taken the opportunity to enhance the dialogue with key participants in the legal and judicial world. Closer relationships are generating an enhanced understanding around the roles to be filled and the way in which the Board can identify and select candidates for recommendation.

Needless to say, none of the work would be possible without the dedicated and skilled contributions from the Business Management Unit (BMU); the lay, legal and judicial board members and other panel members. Special thanks are due to two long-standing members of the BMU who moved on to new challenges during the year – Board Secretary Kerry Love on promotion and Chief Executive Mike Garden who has returned to the Scottish Government in the role of Unit Head dealing with national healthcare priorities. These departures give us the opportunity to welcome our new Chief Executive, Erica Clarkson who comes to us after successfully leading the introduction of Baby Boxes to Scotland, and Modern Apprentice Katy Mitchell. Congratulations are also due to Ashleigh Meikle and Rachel Craig on their promotions.

Introduction and Membership

This is the ninth Annual Report of the Judicial Appointments Board for Scotland as a statutory body and covers the period 1st April 2017 to 31st March 2018.

Membership

There are normally twelve Board members; six judicial and legal members (a Senator of the College of Justice, a Tribunal President, a Sheriff Principal, a Sheriff, a member of the Faculty of Advocates and a Solicitor) and six lay members, one of whom is the Chairing Member. The Board membership during the period covered by this Annual Report was as follows:

Lay Members

- Mrs Nicola Gordon (Chairing Member from May 2017)
- Dr Michael Ewart (Acting Chairing Member from October 2016 until May 2017)
- Mrs Alison Mitchell
- Mrs Deirdre Fulton
- Ms Neelam Bakshi
- Professor Stephen Tierney

Judicial Members

- The Honourable Lady Wise
- The Honourable Lord Minginish
- Sheriff Principal Derek Pyle
- Sheriff Michael O'Grady, QC

Legal Members

- Mr James McNeill, QC
- Mr Alistair Morris

Lay Selection Panel Members

With the introduction of the Tribunals Scotland Act 2014, statutory provision was made for the Board to appoint Assistants to assist the Board to deliver its workload. The Lay Selection Panel Members during the period covered by this Annual Report were as follows:

- Ms Elizabeth Burnley
- Mr John Cummings
- Mr David Robinson

Judiciary and Courts (Scotland) Act 2008

Following the implementation of the Judiciary and Courts (Scotland) Act 2008 (the '2008 Act'), the Board became an advisory Non-Departmental Public Body on 1 June 2009. The Board's functions, as set out in Section 9 of the 2008 Act, are:

- to recommend to members of the Scottish Government individuals for appointment to judicial offices within the Board's remit, and
- to provide advice to members of the Scottish Government in connection with such appointments.

The judicial offices within the Board's remit are:

- Senator of the College of Justice
- Chair of the Scottish Land Court
- Temporary Judge (with a number of statutory exemptions)
- Sheriff Principal
- Sheriff
- Part-time Sheriff
- Summary Sheriff
- Chamber Presidents of the Scottish Tribunals
- Legal and Ordinary members of the Scottish Tribunals

The **Judiciary and Courts (Scotland) Act 2008** also places the following responsibilities on the Board:

- a) selection must be solely on merit;
- b) the Board may select an individual only if it is satisfied that the individual is of good character; and
- c) in carrying out its functions, the Board must have regard to the need to encourage diversity in the range of individuals available for selection to be recommended for appointment to a judicial office.

The Board has adopted the following corporate documents in fulfilment of its responsibility as a public body:

- Framework Document (this sets out the relationship between the Board and the Scottish Government)
- Publication Scheme under the Freedom of Information (Scotland) Act 2002
- Complaint Procedures
- Code of Conduct for Board Members
- Code of Conduct for Secretariat Staff
- Data Protection Policy
- Policy on Confidentiality
- Statement of Principles on Criminal Convictions
- Business Continuity Plan
- Records Management Plan

These documents are available on the Board's website at www.judicialappointments.scot

Committees and Groups

To assist in its work, the Board has established one Committee and two Working/Steering Groups.

Audit and Risk Management Committee

The Committee is responsible to the Board for the:

- Adequacy of governance and risk management arrangements (including Business Plan and Risk Register, Business Continuity Plan, Information Security, and Annual Report).
- Arrangements for the review, monitoring and delivery of the Business Plan.
- Findings from any Scottish Government internal audit reports and proposed responses.
- Governance implications of major policy issues.
- Corporate governance compliance.
- Arrangements for securing best value, regularity and propriety.
- Arrangements for delivering efficiency savings.
- Arrangements for delivery of anti-fraud policies and whistle-blowing processes.
- Draft Annual Report prior to submission to the Board.
- Reviewing the Board's Records Management Plan.

Committee Membership: Ms Neelam Bakshi
Mr Alistair Morris
Professor Stephen Tierney

Officials in attendance: Chief Executive*
Court Appointments Manager and Board Secretary*
Tribunal Appointments and Governance Manager

* There were staff changes in the roles of The Chief Executive, Court Appointments Manager and Board Secretary, and Appointments Team Leader within the reporting period.

During the period covered by this Annual Report, the Committee met three times in June and November 2017, and March 2018. At the meetings the Committee, in addition to providing general oversight of corporate governance, received reports on the Board's actual and projected expenditure and reviewed the Business Plan and Risk Register.

Quality Assurance Group

Role and Purpose

The Board strives for consistent improvement and best practice. As a sub-committee of the Judicial Appointments Board for Scotland, the Quality Assurance Group was established to:

- Ensure that systems employed by the Board are sound, appropriate and kept up to date;
- Carry out a regular review of systems; and
- Ensure through quality assurance that there is reasonable consistency and best practice.

Remit

- Monitor implementation of new legislation published by the Scottish Government insofar as it affects or could affect the statutory remit of the Board.
- Regular monitoring of appointment rounds.
- Ensure that the Board has robust systems in place for monitoring the quality of its processes.
- Monitor areas for improvement.
- Monitor candidate experience.
- Make recommendations to the Board on the development of any relevant processes.
- Review the effectiveness of the Board in ensuring that members receive the appropriate support and training to undertake their roles as members of the Board.

Any recommendations made by the Quality Assurance Group and subsequently accepted by the Board can be further reviewed at any point.

The Group met on three occasions during the period of this report, in June 2017, October 2017 and March 2018

In these meetings, the Group considered all of the appointment campaigns carried out in the reporting period as well as the 2016/17 exercise to recruit a President for the First-tier Tribunal Tax Chamber. The recommendations made to the Board in this period were:

- To ensure best value for money, paid advertisements for Court and Tribunal Legal appointments should not be placed with multiple agencies with the same customer base.
- Greater focus on legal scenarios and case studies should be included at future outreach events to better support potential applicants.
- The current policy in relation to consultations should continue and that the Board should not seek references unless there was an appropriate need in any future appointment round.
- During Tribunal appointment rounds, interview panel members should be more involved at an earlier point in the planning process.
- During Tribunal appointment rounds, the mock interviews should be held at an earlier point in proceedings to allow for greater testing of the questions.

Quality Assurance Group Membership: Mr James McNeill, QC (Chair)
Dr Michael Ewart
Mrs Alison Mitchell
Mr Alistair Morris
Mrs Deirdre Fulton
Mrs Nicola Gordon (Observer)

Officials in attendance: Chief Executive*
Court Appointments Manager and Board Secretary*
Appointments Team Leader*
Tribunal Appointments and Governance Manager

* There were staff changes in the roles of The Chief Executive, Court Appointments Manager and Board Secretary, and Appointments Team Leader within the reporting period.

Diversity

The Board has a statutory duty to encourage diversity in the range of individuals available for selection to be recommended for appointment to a judicial office.

Diversity Steering Group

The Diversity Steering Group (DSG) emerged from the recommendations of the Diversity Working Group which was established in 2007 by the previous non-statutory Board. Membership of the Steering Group includes representatives of the Board, the Faculty of Advocates, the Judiciary, the Judicial Office and the Law Society of Scotland. The Scottish Government is present as an observer.

Role and Purpose

The Group is a voluntary collaboration and its function is to support the Board in the fulfilment of its statutory responsibility under section 14 of the Judiciary and Courts (Scotland) Act 2008. This includes:

- identification of ways in which increased diversity of applicants applying for judicial office can be achieved;
- advice on removal of perceived obstacles to diversity;
- consideration of best practice in other jurisdictions; and
- discussion of areas in which there could be a common programme of action.

The member bodies each nominate an individual for membership and the Lord President nominates both a Senator of the College of Justice and a member of the Judicial Office.

- The Chair will rotate amongst the members.
- The Group will operate by agreement amongst its members.
- The Group will report regularly to all of the nominating bodies.
- The Group will explore the scope for consensus, within the context of a shared commitment to select judges solely on merit, on approaches to encouraging diversity in the range of individuals available for selection to be recommended for appointment to judicial office.
- The Group will fulfil its function by providing a framework within which its members may:-
 - Consider the findings from Conferences, reports and surveys affecting judicial diversity;
 - Exchange information and data;
 - Share experience and expertise;
 - Identify areas where collaboration between some or all of the member organisations might be useful;
 - Review available data on the composition of the judiciary, of applicants for judicial appointment, and the feeder professions;
 - Provide information to its member organisations; and
 - Promote knowledge and understanding of, and debate about, merit, diversity and other appointment issues.

Steering Group Membership: Lady Wise (Chair)

Mrs May Dunsmuir, Chamber President of the First-tier Tribunal for Scotland – Health and Education Chamber (From August 2017)

Prof Stephen Tierney, JABS

Mr Stephen Humphreys, Judicial Office for Scotland (Until 2017)

Mr Tim Barraclough, Judicial Office for Scotland (From August 2017)

Mr Brian Napier QC, Faculty of Advocates

Mr Rob Marrs, Law Society

Sheriff Principal Lewis, Sheriff Principal of Tayside, Central and Fife

Mr Gery McLaughlin Scottish Government (Observer)

Mrs Nicola Gordon, JABS Chairing Member (Observer)

Officials in attendance:

Mr Michael Garden, JABS Chief Executive

Ms Kerry Love, JABS Board Secretary

Miss Ashleigh Meikle, JABS Team Leader

The Diversity Steering Group met once within the reporting period in August 2017.

The DSG discussed diversity relative to gender and career progression as well as the difficulty in capturing wider diversity information. The Group reaffirmed that they wished to look at the breadth of personal characteristics that relate to diversity and not only focus on gender.

Other areas of discussion were;

- the factors which may contribute to a lower re-application rate for female applicants;
- the provision of tailored feedback at every stage of the application process;
- early engagement with law schools and currently ineligible lawyers; and
- the possibility of the Scottish Government changing legislation if it is found to be inhibiting diversity in the judiciary.

Appointment Rounds

The Board is responsible for recommending individuals for judicial offices within its remit. During the year the Board.

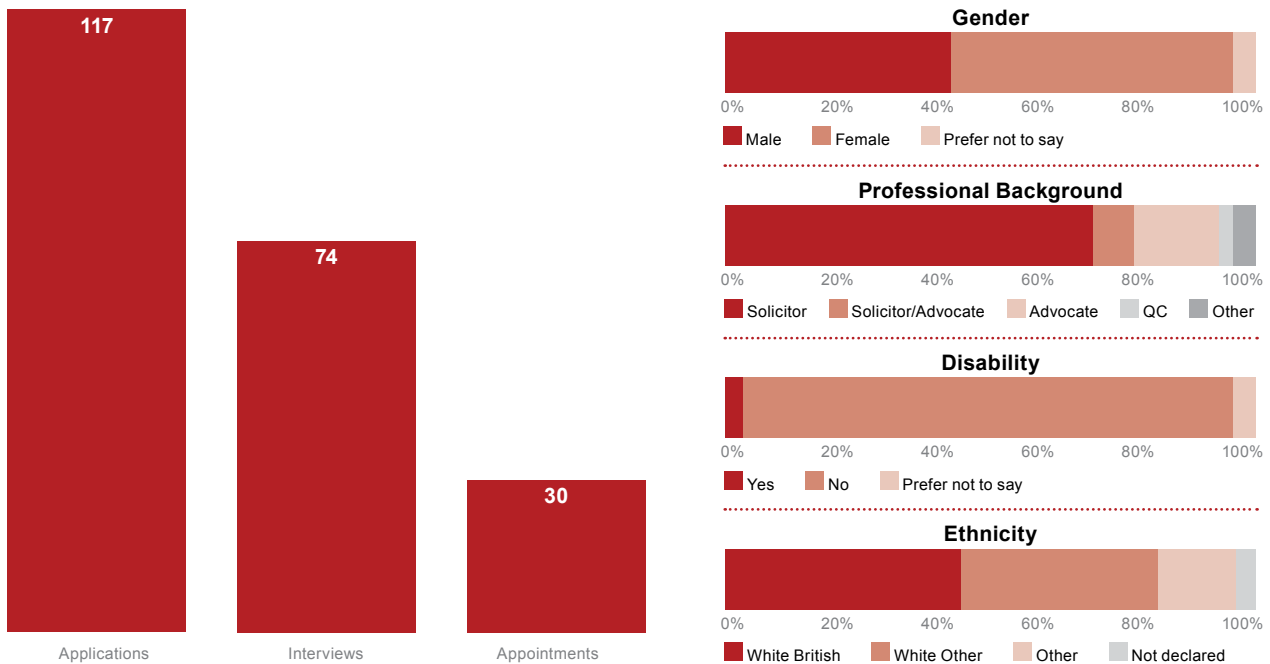
- conducted and completed one appointment round started in the reporting year 2016-2017;
- concluded six appointment rounds within this reporting year; and
- launched one appointment round that was in progress at the end of March 2018.

Office of	Appointment rounds	Applications received	Recommendations for appointment
Legal Member of the First-tier Tribunal for Scotland; Housing and Property Chamber	1	117	30
Ordinary Member of the First-tier Tribunal for Scotland; Housing and Property Chamber	1	82	19
Legal Member of the First-tier Tribunal for Scotland; Health and Education	1	81	4
Ordinary Member of the First-tier Tribunal for Scotland; Health and Education	1	52*	5
Sheriff 2017	1	119	7
Summary Sheriff 2018	1	174	In progress at the end of the reporting period
Total	6	625	65 at the end of the reporting period

*One applicant withdrew their application before the application period ended.

Office of Legal Member of the First-tier Tribunal for Scotland; Housing and Property Chamber

In January 2017, the Board invited applications from those eligible for appointment to Office of Legal Member of the First-tier Tribunal for Scotland; Housing and Property Chamber. 51 vacancies were advertised and the Board received 117 applications. The following table provides statistical information on these applications:¹



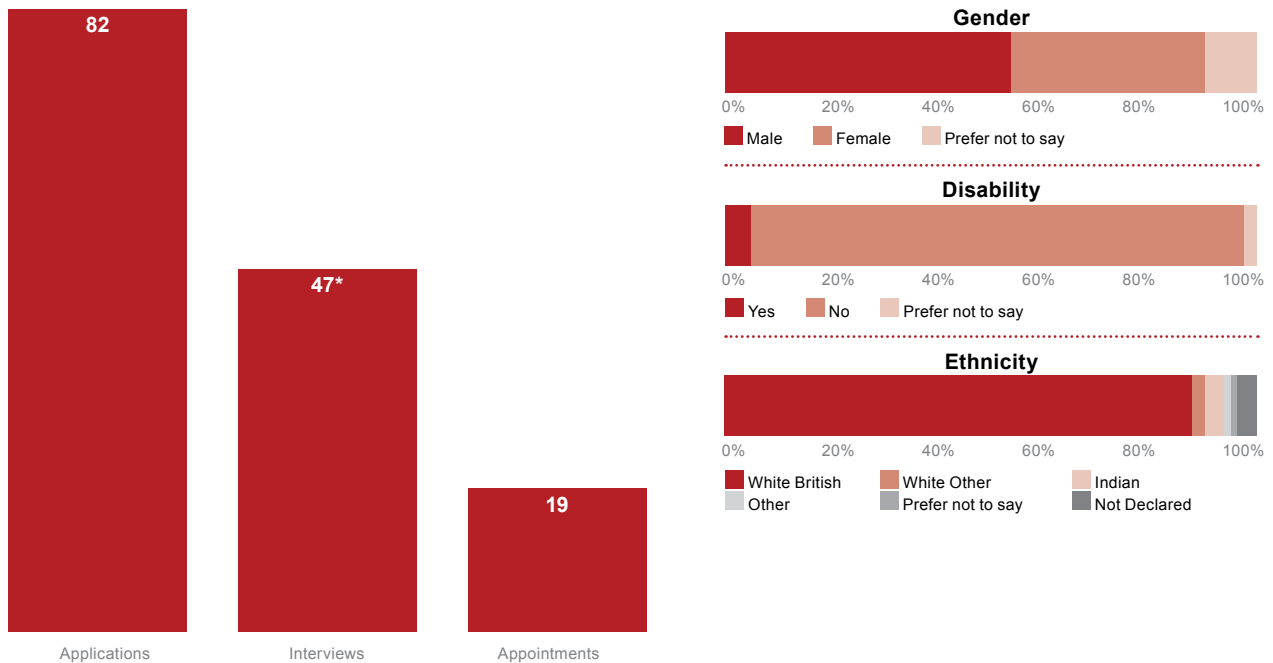
The following appointments were made:

- Mrs Melanie Barbour
- Miss Valerie Bremner
- Mr Joel Conn
- Mr Virgil Crawford
- Mr Colin Dunipace
- Mr Graham Dunlop
- Mrs Shirley Evans
- Mrs Petra Hennig McFatridge
- Mr Alistair Houston
- Miss Nicola Irvine
- Mrs Lesley Johnston
- Miss Alison Kelly
- Mr Neil Kinnear
- Mrs Karen Kirk
- Mrs Lynsey Macdonald
- Miss Eleanor Mannion
- Mrs Anne Mathie
- Mrs Yvonne McKenna
- Mr Andrew McLaughlin
- Miss Lesley-Anne Mullholland
- Dr Aiden O'Neill
- Mr Steven Quither
- Miss Kay Springham QC
- Mr Alan Strain
- Mrs Jan Todd
- Mr Andrew Upton
- Mrs Lesley Ward
- Mrs Fiona Watson
- Miss Pamela Woodman
- Mr Nairn Young

¹ All applicants for judicial office are invited to complete a Diversity Monitoring Questionnaire. The purpose of the questionnaire is to assist the board in identifying changes in the nature of the eligible pool of applicants. Completion is voluntary – applicants may complete all, some or none of it. The questionnaire is separated from the application form upon receipt and is not seen by the board.

Office of Ordinary Member of the First-tier Tribunal for Scotland; Housing and Property Chamber

In January 2017, the Board invited applications from those eligible for appointment to the Office of Ordinary Member of the First-tier Tribunal for Scotland; Housing and Property Chamber. The advert was for 31 vacancies. The Board received 81 applications. The following table provides statistical information on these applications:



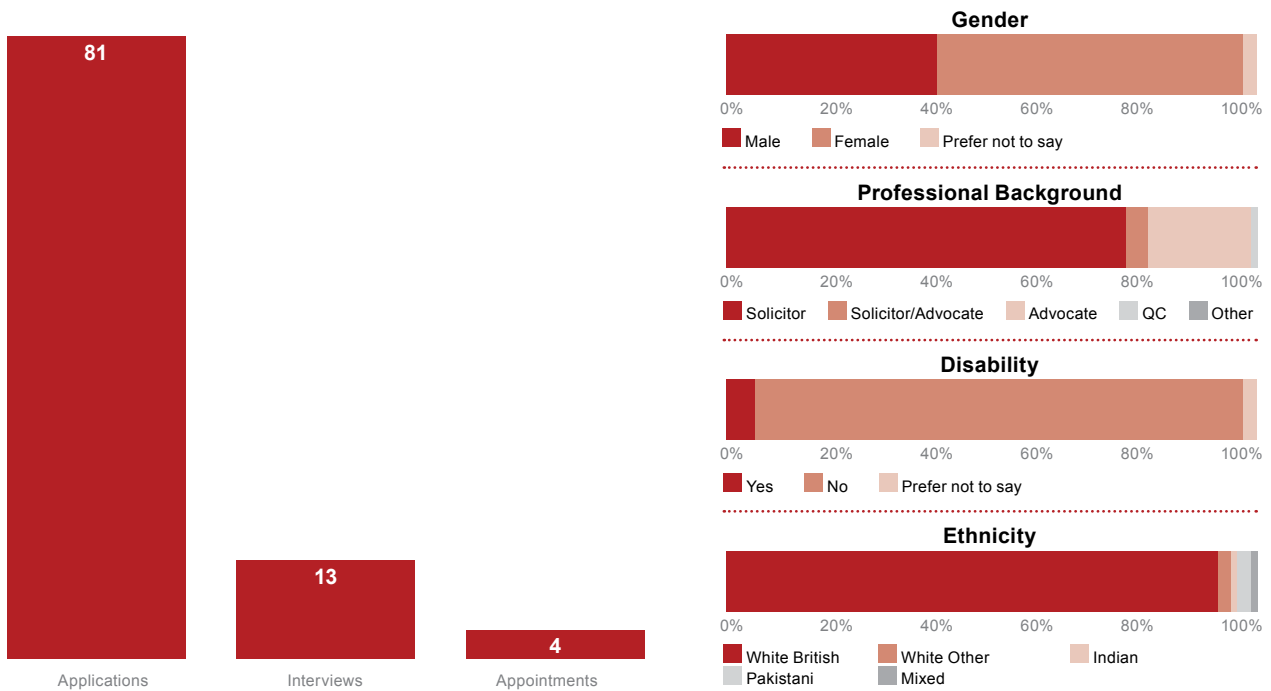
*50 candidates were invited to interview, there were three withdrawals.

The following appointments were made:

- Mr James Battye
- Mrs Melanie Booth
- Mrs Sandra Brydon
- Mr Tony Cain
- Mrs Elizabeth Currie
- Mr Gerard Darroch
- Mr Leslie Forrest
- Mr David Fotheringham
- Miss Janine Green
- Mrs Jane Heppenstall
- Mr Angus Lamont
- Mr Gordon Laurie
- Mr David MacIver
- Miss Jennifer Ann Moore
- Miss Linda Reid
- Miss Eileen Shand
- Miss Elizabeth Williams
- Mr David Wilson
- Mrs Frances Wood

Office of Legal Member of the First-tier Tribunal for Scotland; Health and Education

In October 2017, the Board invited applications from those eligible for appointment to the office of Legal Member of the First-tier Tribunal for Scotland; Health and Education. The advert was for four vacancies. The Board received 81 applications. The following table provides statistical information on these applications:

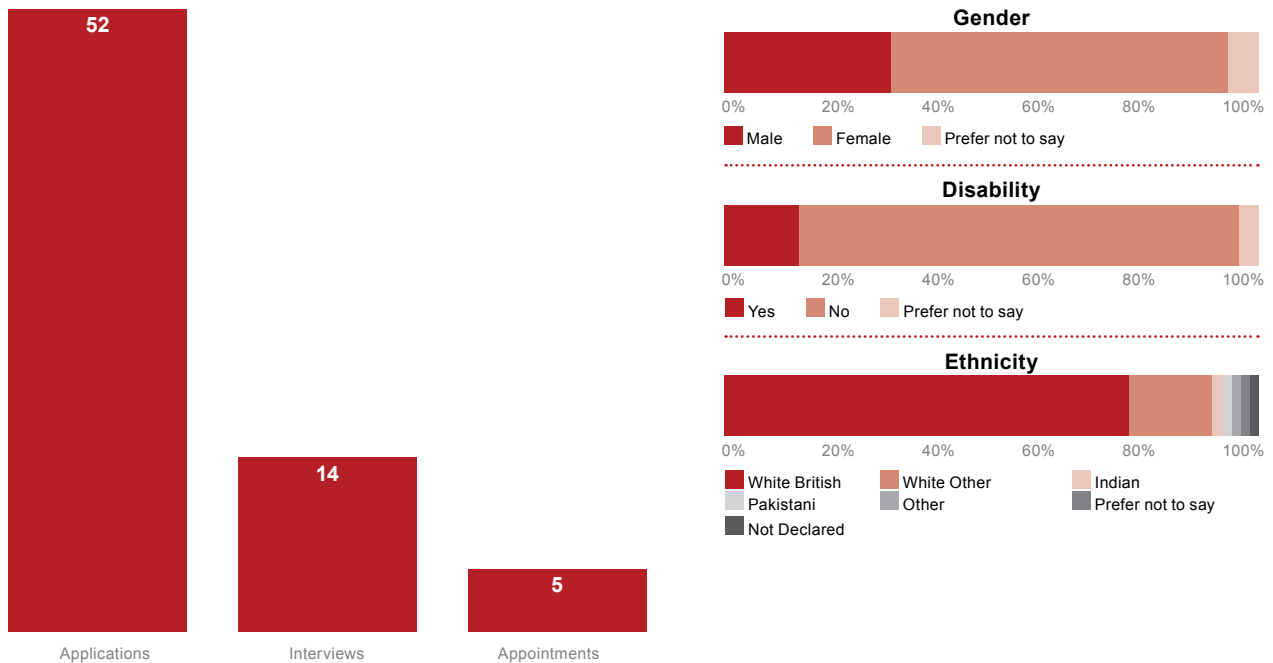


The following appointments were made:

- Miss Collette Gallagher
- Mrs Siobhan Connelly
- Dr Vinit Khurana
- Mrs Donna Morgan

**Office of Ordinary Member of the First-tier Tribunal for Scotland;
Health and Education Chamber**

In October 2017, the Board invited applications from those eligible for appointment to the Office of Ordinary Member of the First-tier Tribunal for Scotland; Health and Education Chamber for six vacancies. The Board received 51 applications. The following table provides statistical information on these applications:

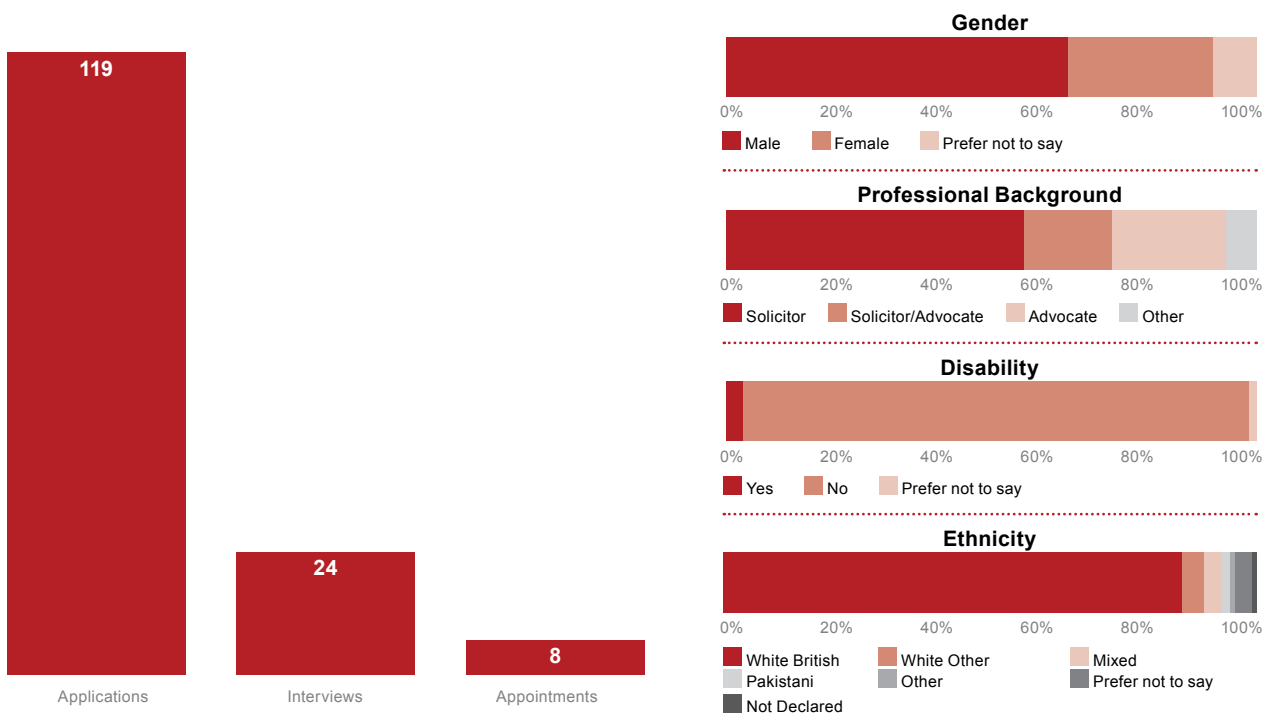


The following appointments were made:

- Dr Sally Anderson
- Mrs Anne Campbell
- Dr Helen Dawson
- Mrs Helen Miller
- Mrs Anne Marie Whiteside

Office of Sheriff 2017

In April 2017, the Board invited applications from those eligible for appointment to the office of Sheriff for 4.5 full-time equivalent (FTE) vacancies. This later increased to 7.5 FTE vacancies. The Board received 119 applications. The following table provides statistical information on these applications.



The Judicial Office anticipated that there would be a requirement to appoint a small number of additional Sheriffs which could not be specified for this round. Therefore, the Board was asked to hold a reserve list of candidates who were suitable for appointment to ensure that the anticipated, yet unconfirmed vacancies could be appointed quickly. The Board agreed that a reserve list would be held for a period of no more than six months. Six candidates were held on the reserve list, three of whom were subsequently recommended for appointment before the deadline expired.

The following appointments were made:

- Mr Gary Aitken
- Mr Ian Cruickshank
- Summary Sheriff Frances McCartney
- Summary Sheriff Christine McCrossan
- Mr Robert McDonald
- Summary Sheriff Andrew McIntyre
- Summary Sheriff Morag McLaughlin
- Mr David Young QC

Office of Summary Sheriff 2018

In February 2018, the Board invited applications from those eligible for appointment to the office of Summary Sheriff for seven vacancies. Three full time resident posts in the Sheriffdom of Glasgow and Strathkelvin for Glasgow Sheriff Court, one full time floating post in North Strathclyde, one full time floating post in South Strathclyde, Dumfries and Galloway, one full time floating post in Tayside, Central and Fife and one full time resident post in Grampian, Highland and Islands based in Aberdeen. The Board received 174 applications. Further information relating to this appointment round will be available in the Annual Report for 2018/19.

Meetings and Outreach

Board meetings

The Board normally meets on the third Monday of each month. The minutes of meetings are published on our website.

Meetings with interested parties

The Board continues to maintain close and effective relationships with a range of interested parties. Over the past year, the Board and its officials have held meetings or discussions with the following individuals and organisations to promote the work of the Board and to explore matters of common interest:

- Lord President of the Court of Session
- The Lord Justice-Clerk
- Faculty of Advocates
- The Society of Solicitor Advocates
- Law Society of Scotland
- The Scottish Legal Complaints Commission
- Judicial Appointments Commission (for England and Wales)
- Northern Ireland Judicial Appointments Commission
- Scottish Government officials
- The Crown Agent
- The Lord Advocate
- The President of the Scottish Tribunals
- The Scottish Tribunals Forum
- The Judicial Office for Scotland

Outreach

In April and May 2017 the Board undertook a series of four outreach events around Scotland aimed at the legal profession. The events were planned to precede the closing date for applications for the 2017 Sheriff appointment round on 11th May 2017.

The outreach events were attended by 115 people in total (Edinburgh 17, Glasgow 26, COPFS 55 and Faculty of Advocates 17).

Delegates were asked to comment on the most useful elements of the events. The consensus on what was useful was:

- The practical tips on completion of application forms and approach to interviews.
- The presentation delivered by Sheriff Anwar.
- The explanation of competency based questions.
- The advice on how to develop the necessary experience of civil law when you specialise predominantly in criminal law.
- Encouraging a wide range of applicants for the post.
- A greater understanding of the requirements of the application process.
- The Question and Answer session.

Tribunals

The Judiciary and Courts (Scotland) Act 2008 (as amended by the Tribunals (Scotland) Act 2014) gives JABS responsibility for recommending individuals for appointment to specified posts in the Scottish Tribunals.

Housing and Property Chamber

A appointment campaign commenced in January 2017 for Ordinary and Legal members of the First-tier Tribunal for Scotland – Housing and Property Chamber. To date this has been the largest appointment exercise undertaken by the Board with 199 applications received. This was also the first appointment exercise utilising the Board's Lay Selection Panel Members – Elizabeth Burnley, John Cummings and David Robinson as interview panel chairpersons. The Board drew upon the speciality and expertise of the Tribunal and were assisted on the interview panels by:

Ordinary Interview panellists:

- Ms Carolyn Hirst – Ordinary Housing Member of the First-tier Tribunal for Scotland – Housing and Property Chamber
- Ms Sara Hesp – Ordinary Surveyor Member of the First-tier Tribunal for Scotland – Housing and Property Chamber

Legal Interview panellists:

- Mrs Ann MacDonald – Ordinary Housing Member of the First-tier Tribunal for Scotland – Housing and Property Chamber
- Mr John McHugh – Legal Member of the First-tier Tribunal for Scotland – Housing and Property Chamber
- Mr John Blackwood – Ordinary Housing Member of the First-tier Tribunal for Scotland – Housing and Property Chamber
- Mr Joseph Hughes – Legal Member of the First-tier Tribunal for Scotland – Housing and Property Chamber

Due to the volume of interviews involved, the ordinary and one legal panel sat in the Board's office in Edinburgh, whilst the second legal interview panel sat in the Tribunal's office in Glasgow.

This appointment round was overseen by Professor Stephen Tierney and Lord Minginish. Mrs Aileen Devanny, the President of the Tribunal was also on the Selection Panel and was involved throughout the exercise.

Health and Education Chamber

A appointment campaign commenced in October 2017 for Ordinary and Legal members of the First-tier Tribunal for Scotland – Health and Education Chamber. Mirroring the Housing and Property Chamber appointment, the Lay Selection Panel members Mr John Cummings and Mr David Robinson were again utilised as interview panel chairpersons. Once again, the Board drew upon the speciality and expertise of the chamber being recruited to and were assisted on the interview panels by:

Ordinary interview panellists:

- Lesley Sargent (Ordinary)
- Derek Auchie (Legal)

Legal interview panellists:

- Muriel Robison (Legal)
- Jane Laverick (Ordinary)

For this appointment, the legal panel sat in the Board's office in Edinburgh whilst the legal interview panel sat in the Tribunal's office in Glasgow.

This appointment round was overseen by Mrs Deirdre Fulton and Mr Alistair Morris. Mrs May Dunsmuir, the President of the Tribunal was also on the Selection Panel and was involved throughout the exercise.

Complaints

The Board's complaints procedure is set out in full on the Board's website. The information explains to candidates how they can make a complaint, the timescales and how to proceed if they wish to take matters further.

For complaints which appear to fall within the scope of this procedure, the Chairing Member of the Board will establish a Complaints Committee of three Board members who have had no previous direct involvement in the matter complained of to consider and reach a determination on the complaint. The Committee will endeavour to reach a determination within 20 working days of the commencement of the investigation. A complainant has a right to request the Chairing Member to review the decision of the Complaints Committee.

A complainant not satisfied with the result of the review has the right to ask the Scottish Public Services Ombudsman to consider the matter.

During the period of this report, no complaints were received.

Freedom of Information

During the period 1st April 2017 to 31st March 2018 the Board received three requests for information under the Freedom of Information (Scotland) Act 2002 (FOISA). All responses were provided within the statutory 20 working days.

Business Management Unit

Our members of staff are civil servants, assigned to the Board by the Scottish Government.

Chief Executive	Michael Garden (Until October 2017)
Chief Executive	Erica Clarkson (from January 2018)
Secretary to the Board and Court Appointments Manager	Kerry Love (Until August 2017)
Secretary to the Board and Court Appointments Manager	Ashleigh Meikle (From August 2017)
Tribunal Appointments and Governance Manager	John Wallace
Appointments Team Leader	Ashleigh Meikle (Until August 2017)
Appointments Team Leader	Rachel Craig (From September 2017)
Administrator	Rachel Craig (Until September 2017)
Administrator	Katy Mitchell (From December 2017)

Website

The Judicial Appointments Board for Scotland's website is the primary source of information on the Board, judicial vacancies, news items, and recent appointments. We know from the data gathered that many of the applications we receive for judicial appointments are from applicants who first saw the advert on the Board's website.

Online application

Since December 2015 all JABS appointment rounds have been run on an online application platform.

Applications for appointment will usually be made online. The Board will also consider requests from applicants for a Word version of the application form. We will always make reasonable adjustments where required.

Our address for correspondence is:

Judicial Appointments Board for Scotland
Thistle House
91 Haymarket Terrace
Edinburgh
EH12 5HD

Telephone: 0131 528 5101

Email: mailbox@jabs.gsi.gov.uk

Website Hosting and Support

The website is also responsive on all devices – www.judicialappointments.scot

The hosting and support for the website is provided by the Scottish Government's IT team; Information and Technology Services.

Financial Statement

The Board is funded by the Scottish Government. The Board's expenditure during the financial year 2017 - 2018 is set out below:

Please note that the figures are taken from the Board's own records and may not reflect any figures subsequently published by the Scottish Government.

Expenditure	Year to 31 st March 2018 (£)
Secretariat staff salaries (including ERNIC & Superannuation)	170,904.38
Chairing Member's salary, Members' fees and ERNIC	103,962.16
Travel and Subsistence – Board Members	6,283.45
Travel and Subsistence – Secretariat Staff	1,169.76
Training	485.21
Accommodation (including rent, maintenance & utilities)	68,022.82
Catering – Board and Interview Panels	1,037.34
Office running costs	33,905.57
Appointment Advertising Costs	3,115.24
Annual Report 2015–2016 – publishing costs	546.00
Professional services	45,360.28
Total	434,792.21

Annex 1: Board Members and Lay Assistants

During the period of this report the Board comprised twelve members at any one time with an equal number of lay and judicial/legal members, including the lay Chairing Member. The Board membership during the period covered by this Annual Report was as follows:

Lay Members



Nicola Gordon (Chairing Member From May 2017)

On 1 May 2017, Nicola was appointed as the Lay Chairing Member of the Board for four years. Her career as a chartered engineer began after she became the first woman in Scotland to earn a Masters degree in Petroleum Engineering. Nicola spent many years living abroad working for Shell in the international oil and gas industry. During her career Nicola has developed and implemented strategy, partnered with governments in Denmark and Norway and led business improvement programmes. Nicola also led teams running the UK's iconic Brent field and Norway's giant Ormen Lange development. Currently Nicola is Chair of the Strategy Advisory Board at Heriot-Watt University's Institute of Petroleum Engineering and a director of Arts and Business Scotland, Edinburgh Printmakers and the Scottish Oil Club. Throughout her career Nicola has consistently championed diversity through mentoring and challenging the status quo. Nicola and her husband live in the Scottish Borders and have three grown-up children.



Dr Michael Ewart (Acting Chairing Member Until May 2017)

Dr Ewart joined the then Scottish Office in 1977, where his career began in the Education Department. In 1991 he became Deputy Director of the Scottish Courts Administration and guided the Scottish Court Service to agency status, becoming its first Chief Executive in 1994. In 1999 he returned to the Education Department, first as Head of Schools Group, and from 2002, as Head of Education Department. From April 2007 until November 2009, he was Chief Executive of the Scottish Prison Service. Dr Ewart is Director of the Scottish International Education Trust, a non-executive member of the Education Scotland Management Board, a Board member of Phoenix Futures UK and chair of its Scottish Board. Dr Ewart was appointed in August 2010 for four years. He was then reappointed in August 2014 for four years until August 2018.



Mrs Alison Mitchell

Alison Mitchell is a Non-executive Member of Lothian NHS Board and a Trustee of Edinburgh and Lothians Health Foundation. She is an experienced management consultant, specialising in change management, strategy planning and executive coaching. She is an Advisory, Conciliation and Arbitration Service (ACAS) arbitrator and a member of the ACAS Central Arbitration Panel. Previously, Mrs Mitchell worked for many years at board level in the field of Human Resources and has extensive UK and international experience across a range of sectors, including Oil and Gas, Technology and Public sectors. She is a former Director, Human Resources of the Scottish Prison Service. She sits on the Audit and Risk Committee for the Judicial Appointments Commission for England and Wales as their independent member. Mrs Mitchell is a graduate of the University of Edinburgh and has a Postgraduate Diploma in Human Resource Management. She is a Chartered Fellow of the Chartered Institute of Personnel and Development (CFCIPD). Mrs Mitchell was appointed in August 2013 for four years and reappointed in August 2017 for a further four years.



Professor Stephen Tierney

Stephen Tierney is Professor of Constitutional Theory in the School of Law, University of Edinburgh and Director of the Edinburgh Centre for Constitutional Law. At Edinburgh he has also served as Associate Dean for Learning and Teaching and as complaints appeals investigator. He is a graduate of the universities of Glasgow, Edinburgh and Toronto and has held visiting professorial positions in New Jersey and Barcelona. He teaches and researches in constitutional law, addressing the changing constitutional arrangements of the UK and Scotland and the position of judges within the constitution. He was British Academy Senior Research Fellow 2008-2009 and Economic and Social Research Centre Senior Research Fellow 2013-2014, the latter position dedicated to studying the law and practice of referendums. He served as constitutional adviser to the Scottish Parliament's Referendum (Scotland) Bill Committee in 2013 and as constitutional adviser to the House of Lords Constitution Committee in 2015. He is also editor of the UK Constitutional Law blog. Professor Tierney was appointed in May 2015 for four years.



Mrs Deirdre Fulton

Deirdre Fulton has a commercial and international background. She runs her own consultancy business with a focus on providing meaningful insight and analysis, mainly to clients in the aviation sector. Typical assignments include strategic planning, due diligence, market research, marketing and communications. Prior to setting up her own company in 2008, Deirdre worked at a senior level in the Scottish aviation industry and gained extensive experience of corporate strategy and operations as well as people and resource management. Deirdre is a graduate of Strathclyde University and has a Master's Degree in Business Administration. She is also a Vice Chair and Trustee of her local Samaritans branch with specific responsibility for appointment and selection. Ms Fulton was appointed in February 2015 for four years.



Ms Neelam Bakshi

Neelam Bakshi brings over 30 years of experience in the public sector, including wide ranging governance experience as non-executive Board member of various bodies including the Scottish Ambulance Service (where she chairs the Staff Governance Committee) and Scottish Government Audit and Risk Committees (2010-2015). She is a freelance trainer, coach and consultant specialising in equality and diversity, public sector equality duties, and personal development. She was appointed in 2015 as a Public Appointments Adviser, working with the Commissioner for Ethical Standards in Public Life in Scotland and has been a lay member of Employment Tribunals since 1992. Neelam was a councillor and committee chair of the former Strathclyde Regional Council (1990-1996). During 2016/17 she concluded her roles as a member of the Equality and Human Rights Scotland Committee and the BBC Audience Council. Ms. Bakshi was appointed in February 2016 for four years.

Judicial Members



The Honourable Lady Wise

Lady Wise was appointed Judge of the Supreme Courts of Scotland in February 2013. She is a graduate of the University of Aberdeen and of McGill University, Montreal, Canada. She qualified as a solicitor in 1989 and worked for Morton Fraser from 1989 to 1992, practising in general civil litigation. She called to the bar in 1993, working in civil litigation and specialising in family law. In 2005 she became a QC. She was a member of the Disciplinary Tribunal of the Faculty of Advocates from 2005 and between 2008 and 2013 sat part time as a Temporary Judge in the Court of Session. She was Chair of the Advocates Family Law Association and of the Family Law Arbitration Group Scotland prior to her elevation to the bench. Since 1 January 2016 she has been a Judge of the Employment Appeal Tribunal. Lady Wise was appointed to the board in May 2016 for four years.



The Honourable Lord Minginish

Lord Minginish (Roderick John MacLeod QC) is Chairman of the Scottish Land Court and President of the Lands Tribunal for Scotland. He was born and brought up in the Isle of Skye and obtained an honours law degree at the University of Edinburgh. He has practised both as a solicitor and an advocate. In October 2000 he was appointed an all-Scotland floating sheriff before becoming a resident sheriff at Kirkcaldy in 2005. He was seconded to the Scottish Land Court as Deputy Chair on a part-time basis in January 2006. From then until October 2014, when he was appointed to his present positions, he divided his time between the Land Court and sitting as a sheriff at Edinburgh. He is a trustee of the St Andrew's Children Society and Chair of the James Gillespie's High School Trust and of the Board of Directors of Sabhal Mòr Ostaig, the Gaelic College in Skye which is an Academic Partner of the University of the Highlands and Islands. Always active in Gaelic and Highland affairs, at an earlier stage in his career he left the law to work in Gaelic broadcasting with BBC Scotland and, having returned to the law, continued as a part-time broadcaster for many years thereafter. He served for nine years as a member of the BBC's Broadcasting Council for Scotland. Lord Minginish was appointed in May 2015 for four years.



Sheriff Principal Derek Pyle

Sheriff Principal Pyle has been Sheriff Principal of Grampian, Highland and Islands since 2013. He was previously a Sheriff from 2000 in the Sheriffdoms of Tayside, Central and Fife and Grampian, Highland and Islands. Prior to that he was senior litigation partner in the firm of solicitors Henderson Boyd Jackson, Edinburgh. He was appointed Solicitor Advocate in 1994. He has been a member of the Scottish Court Service Board. He is a visiting lecturer to the Siberian Federal University in Krasnojarsk, Russia. Sheriff Principal Pyle was appointed to the Board in May 2013 for three years and then reappointed in 2016 and again in May 2018



Sheriff Michael O'Grady QC

Michael O'Grady Q.C. was educated at the university of Glasgow, where he graduated with degrees in Law and Politics and Philosophy. He thereafter spent 10 years in Edinburgh practising as a Solicitor, specialising in Criminal Law. He called to the bar in 1988, again concentrating on crime. He spent over 4 years as an advocate depute. On leaving the Crown Office and Procurator Fiscal Service, he returned to practice, but also sat as a part-time Sheriff and was standing junior counsel to the foreign and commonwealth office. He took silk in 1997. He was chairman of the Advocates' criminal law group. He has been a Sheriff for 17 years and a Temporary Judge for 14 years. He was the first Sheriff to be appointed to the Glasgow drug court. He also sits as an appeal Sheriff. For some years he was a Board Member of SACRO. His interests are travel, playing and collecting guitars and being in the highlands. Sheriff O'Grady was appointed to the Board in January 2017.

Legal Members



Mr James McNeill, QC

James McNeill is a practising Advocate and was educated at Dunoon Grammar School, Cambridge and Edinburgh Universities. He was admitted as an Advocate in 1978 and held the appointment of Standing Junior Counsel to the Inland Revenue in Scotland between 1988 and 1991, when he was appointed Queen's Counsel. He sits as one of the Judges of the Courts of Appeal of Guernsey and Jersey and as Chair of the Disciplinary Appointments Committee of the Institute and Faculty of Actuaries. His principal outside interest is in music and between 2004 and 2010 he chaired the Music Committee of the Board of the Scottish International Piano Competition. Mr McNeill was appointed in September 2012 for four years. In September 2016 he agreed to the extension of his appointment for a further period of two years.



Mr Alistair Morris

Mr Morris' career as a solicitor spans three decades, with him establishing an industry wide reputation as an expert in Private Client services before becoming CEO of a large regional firm in 2005. Outside of his daily work in a law firm, Alistair showed his commitment to the Scottish legal sector with over 20 years of representing the Sheriffdom of Cupar on the Council of the Law Society of Scotland. Following this significant contribution, he was elected President of the Law Society for one year from June 2014. Representing the interests of all Scottish solicitors, Mr Morris was responsible for the creation and delivery of the Society's policies and strategies and regularly addressed politicians, leading civil servants and industry wide leaders. Mr Morris was appointed in February 2015 for four years.

Lay Selection Panel Members



Mrs Elizabeth Burnley

Elizabeth Burnley has a background in Occupational Psychology, HR and general management. Her career started within manufacturing industry, within railway and chemical engineering. After leading a company manufacturing industrial locomotives, she moved into consultancy in team development and assessment and selection methods, an area she then undertook for the Boots Company plc. After experience as a non-executive director within the NHS, Elizabeth now chairs fitness to practise hearings for the Nursing and Midwifery Council and sits as a Lay Member for hearings at the General Pharmaceutical Council. She has a BSc and MSc from the University of Nottingham, an MBA from the Open University and has an honorary doctorate from the University of Derby. As a volunteer, Elizabeth was Chief Guide for the UK for 5 years and continues as an active volunteer. Mrs Burnley was appointed in January 2016 for three years.



Mr John Cummings

John Cummings is an experienced public service leader who operated at local, national and international levels in his 30 years in the Scottish Police Service, over 24 years of which were in a diverse range of leadership roles and disciplines. An experienced senior partnership practitioner, John undertook both supporting and leadership roles within the community planning environment, including 4 years as Vice Chair and Chair of the Aberdeenshire Alcohol and Drugs Partnership. John is a graduate of the University of Aberdeen (LLB) and also holds a Postgraduate Diploma in Applied and Professional Ethics from the University of Leeds. John has been a Lay Representative with NHS Education Scotland since December 2014 delivering a lay perspective on Quality Management processes mandated by the General Medical Council in relation to post graduate medical education. Mr Cummings was appointed in January 2016 for three years.



Mr David Robinson

David is an Emeritus Professor at the University of Aberdeen where he held a personal chair in Plant and Soil Science for fifteen years (2000-2015). He was Deputy Head of the School of Biological Sciences for nine years and Keeper of the Cruickshank Botanic Garden for five. Previously he was a research scientist at the Macaulay Institute in Aberdeen (1984-7) and the Scottish Crop Research Institute in Dundee (1987-2000), including a Visiting Research Fellowship in Australia in 1996. A native of St Helens in Lancashire, David studied biology at the University of Manchester and completed his PhD at the University of Sheffield. His main scientific interests are the interactions between plants and their environment, and on their importance to ecology and agriculture. During his career he has published about 100 research papers. For six years he was senior editor of the scientific journal *Functional*. In recent years David has served on external review panels at universities in England, South Africa and Ireland. He is currently a Trustee of the Macaulay Development Trust and a member of the Kirriemuir Landward West Community Council. Mr Robinson was appointed in January 2016 for three years.

Annex 2: Board Member Attendance

Board Member attendance at the Board and Committee meetings during the year was as follows:

Details	Board	QAG	ARMC	DSG
Total Meetings in the Year	10	3	3	1
Professor Stephen Tierney	10/10	-	3/3	0/1
Mrs Nicola Gordon	9/9	1/1**	-	1/1
Dr Michael Ewart	10/10	2/3	-	-
The Hon Lady Wise	7/10	-	-	1/1
Mrs Deirdre Fulton	10/10	3/3	-	-
The Hon Lord Minginish	4/10	-	-	-
Mr James McNeill QC	8/10	3/3	-	-
Mrs Alison Mitchell	10/10	3/3	-	-
Mr Alistair Morris	9/10	3/3	2/3	-
Sheriff Principal Pyle	5/10	-	-	-
Ms Neelam Bakshi	9/10	-	3/3	-
Sheriff Michael O'Grady	5/10*	-	-	-

/= possible attendance depending on when members joined or left the board/committee

* Sheriff O'Grady has been unable to attend meetings on health grounds.

**Although Mrs Gordon attended the October Quality Assurance Group meeting, she is not a member.

Note 1: There were no Board meetings in July and October 2017. Mrs Nicola Gordon joined the board in May 2017 and her first meeting was on 17th May 2017.

Note 2: Board members also attended meetings on behalf of the Board out with those detailed above.



Judicial Appointments Board
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**For further information on the work of the Board, please visit our website at
www.judicialappointments.scot**

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