

## BOARD MEETING MINUTES

Monday 14 December 2020

### Present:

Mrs Nicola Gordon, Chairing Member	Mrs Alison Mitchell
Ms Neelam Bakshi	Ms Morag Ross, QC
Mrs Liz Burnley, CBE	Professor Stephen Tierney
Mrs Deirdre Fulton	The Hon. Lady Wise, QC
Sheriff Principal Marysia Lewis	Ms Eilidh Wiseman
The Hon. Lord Minginish	Sheriff David Young, QC

### In attendance:

Collette Paterson, Chief Executive Designate  
Angela Simpson, Interim Chief Executive (ICE)  
Appointments Administrator

## 1 Welcome & Apologies / Declarations of Interest

The Chairing Member (the Chair) welcomed all attendees to the meeting with everybody attending remotely. There were no apologies.

There was the standard declaration of interest from Ms Bakshi in relation to Social Security Tribunals.

## 2 Consent Agenda Items

The following items were covered under the consent agenda and approved by the Board:

- 2.1 Minutes of Previous Meeting
- 2.2 Action Tracker
- 2.3 BMU Task Tracker
- 2.4 ICE Update report
- 2.5 Feedback to candidates – agreed in principle, with further information to be provided prior to the commencement of the Sheriff round.

**Action Point 1:** *Chairing member to update Feedback to candidates policy to include wording content for candidates and panel involvement.*

## 3 General Summary – Updates

### 3.1 Chairing Member

- The Chairing member thanked and paid tribute to BMU for the work carried out over the past 9 months, in the very different circumstances we have all found ourselves in.
- The Chairing member and Ms Paterson have had a number of meetings to ease the transition for Ms Paterson's start in January 2021.

- There have also been a number of conversations with Sponsor Unit to ease this transition too.
- The letter from and to the Summary Sheriff Association will be added to Huddle in due course.
- The Lay Assistant training has been very successful and the Chairing member thanked Mrs Fulton for arranging the training, and to Ms Burnley and Lord Minginish for their contributions.
- The information event with the LSS took place on 7 December 2020. The Chairing Member, Sheriff Principal Lewis, Sheriff Young and Summary Sheriff Michie spoke at the event, which was well attended with an interesting question and answer session at the end. There was very positive feedback from the LSS.
- An information event for the Shrieval round has been scheduled with the Faculty of Advocates for early January 2021. The Chair, Sheriff Young and Sheriff Principal Lewis has been asked to speak or to nominate a suitable Sheriff. The arrangement and format will be along the lines of the LSS Event.
- The Chairing member attend the Scottish Government Chair workshop, which she found very helpful in terms of sharing experience and learning. Mrs Fulton also attended this event.

#### **4 Appointment Round Updates**

##### **4.1 Senator 2020 Recommendations**

Professor Tierney (Panel Chair) provided the Board with an overview of the process and the candidates.

The Board agreed the recommendations for Senator 2020. The outcome letters will be issued to candidates by Wednesday 16 December 2020. The recommendation

#### **5 Long listing and shortlisting**

The Board discussed the options in the paper and it was agreed that the suggested process would be implemented for 2021.

#### **6 Shrieval 2021 Planning**

The Board discussed the plans for the Sheriff and Summary Sheriff rounds in 2021, and agreed them in principle. The plans will be dependent on the number of applications received for each round.

*BMU Task 3: CE and Head of BMU to reconsider interview timetable in January 2021.*

#### **7 Any other business**

There were no matters raised under this agenda item.

#### **8 Close and review**

The meeting closed at 1315.