

BOARD MEETING MINUTES
Monday 21 February 2022,
Thistle House, Hybrid

Present:

Mr Lindsay Montgomery, CBE, Chairing Member
Sheriff Principal Aisha Anwar
Ms Neelam Bakshi
Mrs Deirdre Fulton
Ms Emma Marriott
Ms Morag Ross, QC
Professor Stephen Tierney (Virtual)
The Hon. Lady Wise, QC
Sheriff David Young, QC

Apologies:

The Hon. Lord Minginish, QC
Mrs Liz Burnley, CBE

In attendance:

Mr Stuart Scott, Appointments Manager
Mrs Julie Tarbet, Appointments Manager (Virtual)
Mr Andrew Cairns, Business Support Officer
Lord President (Item 5 only)

1. Welcome & Apologies / Declarations of Interest

1.1 The Chairing Member welcomed all to the our first in person Board meeting since the start of the pandemic, Professor Stephen Tierney joined virtually.

1.2 Ms Bakshi made her standard declaration on social security.

1.3 Apologies were received ahead of the meeting from Lord Minginish and Liz Burnley.

2. Business from previous meeting

2.1 Minutes of Previous Meeting

2.1.1 The minutes from our January Board meeting were agreed.

2.2 Matters arising

2.2.1 There were no matters arising.

2.3 Action Tracker

2.3.1 The Board agreed the action tracker and noted outstanding actions.

3. Chairing Member's Update

3.1 CM oral update

3.1.1 The Chairing Member reported on a number of current matters. These included BMU staffing, his introductory meetings with Stakeholders, recruitment of a Solicitor Member of the Board, engagement with the SG, JABS annual report, Board Strategy Day.

4. Risk Register

4.1 The board agreed at our January meeting to review the risk register more frequently, rather than previous arrangement of quarterly.

4.2 The Interim Head of Operations shared the updated risk register with the Board. The Board agreed the position as set out in the paper. The BMU will share with the board the way we calculate risk score.

BUM ACTION (1) – BMU to share the calculation of risk with the board

5. Lord President

5.1 The Lord President joined the meeting and spoke about various matters surrounding the Judiciary and Judicial appointments. Thereafter there were questions and discussion of these and other matters.

5.2 The Chairing Member thanked the Lord President for joining the meeting and sharing his views.

6. Current Competitions

6.1 Senator

6.1.1 Senator interviews will be held in March, with shortlisting completed during February. There will be six panel members – three of whom will be lay members and three judicial/legal members. The panel members are Mrs Deirdre Fulton (Chair), Mrs Liz Burnley, Mr Lindsay Montgomery, Sheriff David Young, The Hon. Lady Wise, and The Hon. Lord Minginish. A member of the Business Management Unit will also be in attendance as note taker.

6.1.2 A mock interview was held virtually on Friday 25 February due to weather conditions.

6.2 Sheriff Principal

6.2.1 Sheriff Principal shortlisting closed on Friday 18 February, the shortlisting meeting and mock interview is due to be held virtual on Tuesday 22 February. With interviews being held in March 2022.

6.3 Sheriff

6.3.1 The application window for this competition is now open. The advert went live on 8 February and will close on 1 March.

6.3.2 The interview period will commence on 20 May and conclude on 14 June, with 15 June also being held open as a potential interview day should a contingency day be needed.

6.3.3 There are currently 8 known vacancies, Judicial Office expect this may rise during the advertising window. We have asked applicants to note their location preferences for known vacancies and any further vacancies if they arise.

6.4 LTC Legal Member

6.4.1 A mock interview will be held in early March with interviews being held in March and April 2022. The interviews will take place at the Glasgow Tribunal Centre on a face-to-face basis.

6.5 LTC Surveyor Member

6.5.1 A mock interview was held remotely on 15 February. Interviews are scheduled for March 2022. The interviews are planned to take place at the Glasgow Tribunal Centre on a face-to-face basis.

6.6 LTC Ordinary Member

6.6.1 There are expected to be vacancies for 39 ordinary members, and two panels will be convened to support this round. Nominees for tribunal/specialist members have been received, however one nominee has subsequently had to withdraw and the BMU is liaising with their policy colleagues to identify a replacement.

6.6.2 It has been identified that JABS will need support and advice from others to ensure that advertising is carried out in the most effective areas. We need a steer on where potential candidates may be found and how best to reach out to them to ensure that awareness of the opportunities is maximised.

6.6.3 The Board indicated that outreach work should be done before hand to ensure suitable interest in this post. The BMU is currently liaising with colleagues at Scottish Government and Tribunals about this.

6.7 LTC President – Information and Feedback

6.7.1 The Board agreed with the approach proposed.

7. Future Rounds

7.1 Upcoming Rounds

7.1.1 Initial discussions have been held with Judicial Office around the possibility of a request being received later in 2022 in respect of Summary Sheriffs.

7.1.2 Initial discussions have been held with SG/JO regarding the upcoming SSC recruitment round. Given the potential size of this round, it is expected to represent a significant portion of JABS work from Quarter 2 onward.

7.1.3 It is recommended that SSC recruitment follow the LTC Member model, with a Selection Panel comprising a JABS lay chair, along with a JABS lay and legal/judicial representative with a nominated Tribunal member taking the fourth position working alongside an Interview and Selection Panel which would be formed by a JABS Lay Advisor as Chair, with a Tribunal member and a co-opted expert completing the Panel. The Board agreed this approach.

7.1.4 Initial meetings have been held with Parole Board for Scotland regarding an upcoming competition to recruit members.

7.1.5 It is recommended that PBS recruitment follows a similar model to that employed by the LTC President round and that a 4 person Panel be convened. PBS have indicated that they will provide a nominee to be their representative. The Board agreed this approach.

7.1.6 Planning is at an initial outline stage only, however it is expected that BMU work, and the identification of potential Panel members should commence in late May. PBS have indicated that their requirement will be for recommendations to be made in November 2022.

8. Board protocols

8.1 Physical Interviews

8.1.1 The Board agreed the outline plan for returning to the first physical interviews since the pandemic started.

9. Strategy Day

9.1.1 The strategy day will be held at Thistle House on Monday 28 February, Board members who are unable to attend in person can attend virtually.

10. AOB

11. Meeting Close

Meeting closed at 12.30.