

## **BOARD MEETING**

### **MINUTES OF THE MEETING HELD ON**

**MONDAY 17<sup>th</sup> MAY 2017 at 10:00AM**

**THISTLE HOUSE, 91 HAYMARKET TERRACE, EDINBURGH**

- Present: Mrs Nicola Gordon, Chairing Member  
Dr Michael Ewart,  
Mrs Alison Mitchell  
Mrs Deirdre Fulton  
Professor Stephen Tierney  
Ms Neelam Bakshi  
The Hon Lady Wise  
Sheriff Principal Pyle  
Mr James McNeill QC  
Mr Alistair Morris
- Apologies: The Hon Lord Minginish  
Sheriff O'Grady QC  
Mr John Wallace, Tribunal Appointments and  
Governance Manager
- In attendance: Mr Michael Garden, Chief Executive  
Miss Kerry Love, Secretary to the Board and Court  
Appointments Manager

### **1. Welcome and Apologies**

1.1 Dr Ewart welcomed the Board Members to the meeting. He gave a special welcome to Mrs Nicola Gordon, the new Chairing Member, who was attending her first Board Meeting. Dr Ewart agreed to chair this meeting and Mrs Gordon will chair the meetings from June. Apologies were received from Lord Minginish, Sheriff O'Grady QC and Mr John Wallace

### **2. Minutes of the Board Meeting held on 10<sup>th</sup> April 17**

2.1 The minutes of the meetings were approved by the Board.

### **3. Matters arising from the minutes**

3.1 There were no matters arising.

#### **4. Chairing Member and Chief Executive Updates**

4.1 The Chief Executive provided the Board with the following updates:

- The advert for the Sheriff 2017 exercise has closed and 121 applications have been received. This is by far the highest applicant to vacancy ratio that the statutory Board had received.
- Interviews for the First-Tier Tribunal for Scotland, Housing and Property Chamber exercise are underway and will conclude on Wednesday 7<sup>th</sup> June 2017. Mr Garden would like to record his thanks to Professor Tierney, Lord Minginish and the Board Assistants for the huge amount of work they have undertaken to date.
- The Scottish Government has confirmed that the Board's IT systems are currently unaffected by the recent cyber security attack. Board Members were asked not to switch on their laptops and to bring them into the office to run any updates before trying to access them. Thereafter any suspicious emails should not be opened and should be reported.

#### **5. 2016-17 Annual Report – Final Version (JABS 2017 21)**

5.1 The Board requested some further amendments prior to the report being sent to the publishers.

**Action point: Mr Wallace to amend the report and let the Board see the final version before sending to the publishers.**

#### **6. Core Principles (JABS 2017 22)**

6.1 The Board considered this document and asked the Quality Assurance Group to consider making some changes to it before returning to the Board with a final version.

**Action point: Mr Wallace to revisit this document and provide a revised version to the Quality Assurance Group.**

#### **7. Monthly Budget Report (JABS 2017 23)**

7.1 The Board noted the report.

#### **8. Any other Business**

#### **9. Draft Minutes of Audit and Risk Management Committee Meeting on 21<sup>st</sup> March 2017 (JABS 2017 24)**

9.1 The Board noted the minutes of the meeting.