## **Appointments Commission**

Minutes of the Meeting of the Appointments Commission (AC)

## 4 December 2019

First Floor Committee Room, Murray House, Mount Havelock, Douglas

Present:Mr Alan Teare (Chair)(AT)Mrs Helen Booth(HB)Mr Anthony Charnley(AC)Dr Jacqueline Yates(JY)Mr Simon Jones(SJ)

**Secretary:** Mrs Kate Hooson-Owen (KHO)

The meeting commenced at 09:30

197/19	1. Interview:	
	An interview was held in respect of the following vacancy:	
	Legal Aid Committee	
	Interview rescheduled for Social Services Independent Review Body for January 2020.	
	Interview concluded at 10:15	
198/19	2. Minutes	
	The minutes of the meetings held on 20 November 2019, which had been circulated prior to this meeting, were agreed, signed and approved for placing on the website.	
	Action: Secretary to place minutes on website	кно
199/19	3. Proposed Tribunal structure and resourcing:	
	The Commission noted the correspondence it received from the Cabinet Office and determined to invite the Head of Executive Office and Probate and Tribunals Manager to its next meeting. HB to review the documentation and prepare notes as a discussion point for the meeting.	
	<b>Action:</b> Send calendar invitation Review documentation	KHO HB
	The Commission determined to respond to the letter it had received from the Cabinet Office dated 3 December.	
	Action: Secretary to draft a response	KHO
200/19	4. Order for removal of Tribunal Members:	
	The Commission noted that it had not received documentation relating to the draft Order. Item to remain on the agenda.	
	Action: Secretary to add to January's agenda	кно

201/19	5. Recruitment:	
	a) Social Security Appeal Tribunal Medically Qualified Members – It was noted that a response had not yet been received following the letter it sent to the IOM Medical Society. The Commission concluded to send a copy of the same to the Hospital Medical Director.	
	Action: Secretary to send letter	кно
	b) A warrant was signed for the following appointment:	
	Gambling Appeals Tribunal – Temporary Member Mr Derek Booth	
	c) Online application form – It was noted that the previous amendments had been made to the form and the Commission agreed to make the application form live on its website.	
	Action: Contact GTS to make the link live	KHO
	<ul> <li>Recruitment schedule – The recruitment schedule for 2019 is complete and the document has been superseded by the recruitment schedule for 2020/21.</li> </ul>	
202/19	6. Consideration of Index of Tribunals:	
	The Commission noted the Index of Tribunals and noted the recruitment schedule for 2020/21.	
	The Commission's recruitment policy for next year will be to seek expressions of interest from its existing tribunal chairs and member's and will include non-tribunal bodies. The policy will be reviewed after 2020.	
	Action: Recruitment policy to be added as an agenda item	кно
203/19	7. Complaint 02/19	
	The Commission noted no further correspondence had been received.	
204/19	8. Timetable for re-advertised position on the Appointments Commission	
	The Commission considered the timetable and noted it was likely that a new member may be able to attend the meeting in January 2020.	
205/19	9. Charities Registration and Regulation Act 2019	
	The Commission determined to await further instruction from the sponsoring Department.	
206/19	10. Proposed dates for 2020	
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-	Calendar invitations to be issued for meetings to be held in 2020.	
	Calendar invitations to be issued for meetings to be held in 2020.  **Action: Secretary to issue dates**	кно
207/19		кно
	Action: Secretary to issue dates	КНО

	Mental Health Review Tribunal – The Commission noted correspondence from the Tribunal Section and determined to contact the Attorney General's Office for advice.	
	Action: Secretary to draft a letter	KHO
	The meeting was concluded with a vote of thanks from the Chair to the retiring member Dr Jacqueline Yates following her 5 year tenure.	
208/19	12.Agree and sign off action points	
	The meeting concluded at 13:00	
	Chair Clan Class Date 28th January 2020	
	Sessions claimed	
	Five members attended Five sessions claimed	

