

# Appointments Commission

## Minutes of the Meeting of the Appointments Commission (AC)

**25 February 2020**

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

**Present:** Mr Alan Teare (Chair) (AT)  
 Mrs Helen Booth (HB)  
 Mr Anthony Charnley (AC)  
 Ms Kim Corlett (KC)

**Apologies:** Mr Simon Jones (SJ)

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

The meeting commenced at 09:30

**Ms Kim Corlett – New Member:** The Chair greeted Ms Corlett and welcomed her to her first meeting of the AC.

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| 219/20 | <p><b>1. Minutes</b></p> <p>The minutes of the meetings held on 28 January 2020 which had been circulated prior to this meeting, were agreed, signed and approved for placing on the website.</p> <p style="text-align: right;"><i><b>Action:</b> Secretary to place minutes on website</i></p>   | KHO                         |
| 220/20 | <p><b>2. Proposed Tribunal structure and resourcing:</b></p> <p>a) Stakeholder consultation letter – a copy of the letter sent to Tribunal Chairs and Members was noted by the Commission.</p> <p>b) Stakeholder consultation letter draft response – the letter drafted by the Chair was agreed with some minor amendments.</p> <p style="text-align: right;"><i><b>Action:</b> Letter to be amended and sent to the Cabinet Office</i></p> <p>c) Legislative obstacles – The Commission noted work previously undertaken regarding essential criteria that differ from the standard criteria. In preparation of the outcomes of the Tribunal Review the Commission determined to review current legislation and the number of Chairs and Members required to resource a Tribunal.</p> <p style="text-align: right;"><i><b>Action:</b> Review legislation criteria and include item on the next agenda</i></p> | AT/<br>HB/<br>AC<br><br>KHO |
| 221/20 | <p><b>3. Order for removal of Tribunal Members:</b></p> <p>The Commission noted apologies from the Chief Legislative Drafter who due to his commitment on the Domestic Violence Bill had been unable to supply the draft order. The Commission determined to keep the item on the agenda.</p>   |                             |
| 222/20 | <p><b>4. Recruitment:</b></p> <p>a) Social Security Appeal Tribunal – The Commission noted it had still not received a response from either the Medical Director or the Medical Society regarding its concerns to resource Tribunals with medically qualified members. The Commission</p>   |                             |

determined to contact the appropriate persons via telephone in the next instance.

**Action:** Secretary to contact KHO

- b) Employment and Equality Tribunal – The revised information pack was considered ahead of expressions of interest being sent to its existing members. The Commission agreed to amend the pack to reflect the implementation of the Equality Act 2017.

**Action:** Secretary to update information pack KHO

- c) Mental Health Review Tribunal – The Commission concluded that the matter regarding a member's warrant had now been resolved and the item could be removed from the agenda.

- d) Charities Registration and Regulation Act 2019 – The Commission noted the revised information pack and agreed to make some further amendments.

**Action:** Secretary to update information pack KHO

- e) Health Services Consultative Committee – Following the resignation from a member the Commission determined to contact a candidate it had interviewed previously to offer them the Warrant.

**Action:** Secretary to contact the candidate KHO

- f) Health Services Independent Review Body/ Social Services Independent Review Body – Following the appointment of a new Chief Executive to the Department of Health and Social Care the Commission determined to write to them to investigate the intention of the Independent Review Bodies.

**Action:** Secretary to draft letter KHO

- g) Social Security – Following the resignation of one of its members the Commission considered the existing panel and determined to write to the sponsoring department to inform them of its decision not to recruit until the outcome of the tribunal review is known.

**Action:** Secretary to contact the department KHO

- h) Warrant – A warrant was signed for the following appointments:

**Social Services Independent Review Body** – Mr Christopher Barr (Chair) and Mr David Trace (member)

- i) Recruitment schedule 2020/21 – An amended recruitment schedule was noted.

- j) Expression of interest template – The Commission agreed the template with minor amendments.

- k) Addendum to the Procedure for Appointment to Tribunals and other Bodies – The addendum was agreed with minor amendments. The addendum will be added to the Commissions website. The Commission determined to write to its existing Chairs and Members to inform them of the addendum.

**Action:** Secretary to add addendum to website and write to Chairs and Members KHO

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| 223/20 | <p><b>5. Consideration of Index of Tribunals:</b></p> <p>The Commission noted the Index of Tribunals.</p>  |  |
| 224/20 | <p><b>6. Complaint 02/19</b></p> <p>The Commission noted it had not received a response to its letter but agreed to keep the item on the agenda.</p>                         |  |
| 225/20 | <p><b>7. Any other business</b></p> <p>a) Action points – HB requested a copy of the action points from the meeting be sent electronically to members after the meeting.</p> |  |
| 226/20 | <p><b>8. Agree and sign off action points</b></p>  |  |
|        | <p><b>The meeting concluded at 12:30</b></p> <p>Chair..... Date.....</p>   |  |
|        | <p><b>Sessions claimed</b></p> <p>Four members attended<br/>Four sessions claimed</p>  |  |

