

Minutes

Confidential

Meeting: Appointments Board
Location: Virtual, Zoom
Date: 8 February 2024, 10:00-11:30

PRESENT:

The Chair (Bill Matthews), Jackie Alexander and Joy Julien.

IN ATTENDANCE:

Director, Professional Conduct (Joe Johnson), Secretariat – Officer (Jo Burns) and Secretariat – Officer (Catriona Calnan).

APOLOGIES:-

No apologies for absence were received.

1. MINUTES:

The Board approved the minutes of the meeting held on 31 October 2023.

The Board approved the Actions Log.

2. CONFLICTS OF INTEREST

All members of the Board confirmed that they were not aware of any actual or potential conflicts of interest and/or other duty required to be notified to ACCA.

3. CHAIR'S REPORT

The Board noted an oral update from the Chair on developments since the last meeting, including topics discussed at the last Regulatory Board held in December 2023.

4. PANEL MEMBER PERFORMANCE

The Board noted the panel member performance paper.

5. REPORT BY ACCA UNDER THE ACCA CODE OF CONDUCT FOR COMMITTEE MEMBERS, ASSESSORS, REGULATORY ASSESSORS AND LEGAL ADVISERS (CODE OF CONDUCT)

The Board received details of reports by ACCA under the terms of the Code of Conduct.

6. PANEL MEMBER AND ASSESSOR CAPACITY – DATA FOR THE PERIOD 1 JANUARY 2023 – 31 DECEMBER 2023 (PERIOD)

The Board noted the paper and considered the update provided.

7. EXPIRING PANEL MEMBER CONTRACTS

The Board noted that observations will be scheduled for those Panel Members whose contracts are eligible for renewal in 2024 and Q1 of 2025.

8. EQUALITY & DIVERSITY

The Board noted the update on matters related to equality and diversity.

9. APPOINTMENTS BOARD WORK PLAN

The Board requested inclusion of sourcing to the work plan and then approved the work plan for the Council year 2023-24.

10. DATES FOR FUTURE MEETINGS

The Board noted the future meeting dates of the Appointments Board:

- 25 April 2024 (virtual)
- 18 July 2024 (virtual)
- 29 October 2024 (in-person)