



Minutes.

Meeting: Appointments Board
Location: Virtual, Zoom
Date: 13 February 2026, 14:00 - 15:30

PRESENT:

The Chair (Alan Clamp), Amy Barron and Joy Julien.

IN ATTENDANCE:

Interim Head of Adjudication (Revelyn Fairbrother), Secretariat Lead – Content (Hannah Clarke) and Secretariat – Officer (Jo Burns).

OBSERVERS:

Andrew Steele (ACCA - Secretary).

APOLOGIES:

An apology was received from Jackie Alexander.

1. WELCOME AND MINUTES

The Chair welcomed Amy Barron to Appointments Board.

The Board approved the minutes of the meeting held on 23 October 2025.

The Board requested the closure of actions 209 and 240. The Board then 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.

4. PANEL MEMBER PERFORMANCE

i. Panel Member Performance

The Board noted panel members performance.

ii. Consistency of observation report writing across the Appointments Board

The Board viewed and considered each Board members observation reports, to ensure the observation report writing across the Board, is consistent.

The Board also considered agenda item 5 – Code of Conduct, at this agenda item.

5. CODE OF CONDUCT

The Board was provided with details of a report by ACCA under the Code of Conduct.

6. PANEL MEMBER RESOURCING & CAPACITY – DATA FOR THE PERIOD 1 JANUARY 2025 – 31 DECEMBER 2025 (PERIOD)

The Board noted the update on panel member resourcing and capacity.

7. EQUALITY, DIVERSITY, AND INCLUSION (EDI)

The Board noted the paper and considered the update provided.

8. APPOINTMENTS BOARD WORK PLAN

The Board discussed and approved the work plan for the Council year 2025-26.

9. DATES OF FUTURE MEETINGS

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

- 23 April 2026 (virtual)
- 16 July 2026 (virtual)
- 22 October 2026 (virtual)