



Disciplinary Board

1 July 2020, Time: 15:00-16:00

By video conference

Attending:	Stephen Redmond (lay member and Chair) (SR) Athene Heynes (lay member) (AH) Velia Soames (lay member) (VS) Kevin Doerr (actuary member) (KD) Simon Martin (actuary member) (SM) Simon O'Regan (actuary member) (SO) George Russell (actuary member) (GR) Gordon Sharp (actuary member) (GS) Jim Webber (actuary member) (JW)
Executive Staff:	Kirsten Mavor, Secretary to Board (KM) Michael Scott, Head of Disciplinary Investigations (MS) Julia Wanless, Judicial Committee Secretary (JSW)

Item	Title	Action
	Welcome, apologies and conflict check The Chair welcomed the Board and noted that all Board Members were in attendance via video conferencing facilities. Board Members were asked to raise any conflicts arising from the agenda. GR advised that he had previously raised conflicts in relation to cases referred to in the Case Update Report. It was agreed that GR would leave the meeting if this item was discussed.	
1.	Chair and Executive Update The Chair referred to the the board meeting scheduled for 9 June 2020 being cancelled. The purpose of today's short meeting was to ensure that the Board was kept apprised of key developments and the measures that had been put in place by the Executive over this uncertain time. The Chair and the Executive had provided a noting paper updating the Board on recent developments. The Chair thanked Board Members for attending the recent appraisal meetings. The Board noted both the Chair's Update and the Executive's Update.	
2.	Minutes A copy of the Minutes from the March meeting had been previously provided via email and the comments received were now included. The Board approved the minutes and agreed they should be published. No redactions required before publication.	

Item	Title	Action
3.	<p>Action List</p> <p>The Board discussed the action list, noting that most of the actions had been completed with some being carried over to the September meeting. The Board confirmed that it was satisfied with progress against the action list.</p>	
4.	<p>Case Update Report</p> <p>MS presented the Case Update Report. The Case Update Report provides details about the number and progress of investigations and also reports on the post investigation stage.</p> <p>Since the last Board Meeting on 13 March, two new allegations have been received and there are 16 'live' investigations. Two Adjudication Panels had been held and one Tribunal which was held remotely. The Board noted the positive feedback about the first remote Tribunal.</p> <p>After considering the Case Update Report the Board made the following comments: -</p> <ul style="list-style-type: none"> Reference was made to a case where there was automatic referral from the Adjudication Panel stage to Tribunal due to non-cooperation. The Board discussed whether automatic referral should be the default position. It was agreed that this point should be considered by the Scheme Review Working Party. The Board discussed the level of cases in the last period and agreed that they should be monitored to ensure that there is a manageable number for the Determinations Review Sub Committee. It was agreed that if the numbers reach close to ten consideration should be given for holding a Sub Committee meeting within the six month period. The Board discussed the composition of panels and whether they should, in more technical cases, include two actuary panel members. JSW explained the current process and MS raised concerns about being too prescriptive. The majority view was that it was not necessary to take any immediate action in relation to this as the Scheme Review Working Party will be reviewing the appointments process. Some of the Board raised concerns about the level of redaction in relation to one published determination. The Board discussed the publication policy and considered whether it should include more detail. It was noted that the publication policy was due to be reviewed in 2021. Consideration to be given as to whether training on publication should be provided. The instance of a Panel requesting further information when considering and Advisory Report under rule 5.23 was discussed, including discussion of the extent to which a Panel should highlight specific areas where it considered additional investigation was required. It was agreed that the Scheme Review Working Party should examine the Advisory Report provision and whether this process is still required when there will be a filter. 	<p>SB</p> <p>KM/JSW</p> <p>SB</p>
5	<p>AOB</p> <p>No matters were raised under AOB.</p>	

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6.	<p>Regulation Board update</p> <p>The Board noted the update. KM referred to the fact that the Regulation Board was seeking comments on its horizon scanning register. KM to provide a further copy of this register and to advise the deadline for these comments.</p>	<p>KM</p>
7.	<p>Lifelong Learning Board Update</p> <p>The Board noted the updates from the Lifelong Learning Board, the Research and Thought Leadership Board and Policy and Public Affairs Board.</p>	

Dates of next meetings: 30 September and 9 December