

Scottish Tribunals & Administrative Justice Advisory Committee (STAJAC)

Project steering group meeting: Developing excellence in administrative justice in Scotland

Thursday 4 September 2014, 11.30 am.
Audit Scotland, 110 George Street, Edinburgh EH2 4LH

Agenda

- 1) Welcome, introductions and apologies.
- 2) The remit and membership of the steering group.
- 3) Outline scope of the project (paper to follow)
 - potential methodologies (paper to follow)
 - areas of interest.
- 4) Outline timescales and proposed intermediate reporting points
 - the overall timescale (see attached draft outline project plan)
 - timing of steering group meetings
 - to agree definitive project scope and approach (within 4-6 weeks)
 - to discuss emerging findings
 - to discuss final report and discuss next steps to be taken.
- 5) Contributions and collaboration
 - To discuss the contribution and collaboration that Audit Scotland will require from partners and establish the arrangements for sharing methodology papers, draft findings and report drafts for expert input.
- 6) Potential impact of the project -
 - To discuss the impact that the steering group wish to achieve and how it might be realised.
- 7) Next steps
 - Round-up, thanks and close.