

Scottish Tribunals & Administrative Justice Advisory Committee (STAJAC)

Developing excellence in administrative justice in Scotland

Project steering group meeting

Friday 4 November 2014, 2.30 pm.

The Boardroom, Audit Scotland, 110 George Street, Edinburgh EH2 4LH

Agenda

- 1) Welcome, introductions and apologies.
- 2) Note of last meeting (to follow)
- 3) Project scoping document
 - to consider and agree general approach (see attached project brief)
 - to agree the project methodology (see attached project brief)
 - to agree outputs (an example what a checklist for council members might look like are attached)
- 4) To agree case study areas (a list of potential case-study areas is attached)
- 5) Timetable for future steering group meetings (project brief)
- 6) Next steps.