



Mental Health Tribunal for Scotland

Members' Newsletter

May 2021

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Wall of Love, Jehan Rictus garden square in Montmartre, Paris

Message from Laura J Dunlop QC

Dear Members and Sheriffs

As I write this, we have completed 60 weeks of telephone hearings (around 6020 in total, with a few taking place in person or by WebEx). You will have deduced from the most recent request to add your availability to Webroster that our thoughts are now turning to offering more in person hearings. At the same time, we have to try to reflect some of what we have learned during the pandemic – which we hope will constitute ‘building back better’. What makes a good hearing? The answer will be different every time, but some elements crop up repeatedly. Some reflections on those elements emerged at a training course which a few members attended in April, and the main points are shared in an article on page 15 of this newsletter. The challenge we face is to try to reconstitute our hearings system, offering as much choice as we can to people who find themselves subject to compulsory care and treatment, while also setting standards which we can maintain for everyone.

There are two main areas I want to highlight as we take stock of where we are, one looking forward and the other derived from retrospective work. Firstly, we are working towards reintroducing in person hearings on a more regular basis from early July, in three hospital venues. These are Carseview, Gartnavel and Royal Edinburgh. In two of these, in person hearings have been held, so our COVID risk assessments and practical arrangements are already in place. Our accommodation at the Royal Edinburgh hospital will be different, since the Mental Health Assessment Service has taken over our hearings suite in the Royal Edinburgh building and it will not be returning to our use. At this moment, there is no dedicated area in the hospital for us. This is a work-in-progress, at what is by some distance our busiest venue in Scotland; we have had much helpful dialogue with those responsible for the buildings and services on site. In all three of these venues, and I hope in an increasing number of others, we will aim to offer greater patient choice regarding the format of hearings.

The second area of focus is on the period 23 March 2020 to 19 March 2021 – exactly a year of telephone hearings. Since these began, we have gathered certain information. I thought members would be interested to see our material. It is therefore set out in a separate supplement, which will be distributed and placed on our website at the same time as this newsletter. I hope you do indeed find the supplement an interesting read, and am grateful to all who assisted with compiling the information.

In other news, there is some progress on the transfer of MHTS into the First tier Tribunal. Although it now looks unlikely to occur this year, I am hopeful that it will take place in the early months of 2022. My comments in the last newsletter about those members over 75 being unlikely to transfer still hold. In March 2021, it was announced that the mandatory retirement age for Courts and Tribunals Judiciary in Scotland would rise to 75, in line with the approach in England and Wales and in Northern Ireland. This is to be achieved by legislation at Westminster, anticipated in 2021 to 2022. If the retirement age has not been raised in legislation by the time of transfer, my understanding is that those between 70 and 75 will transfer into the FTT 'if this is in the public interest'. I do not yet know how this will be assessed, but it is very likely that a cut-off will be set to provide for a minimum period of service post-transfer, particularly bearing in mind that there is process to be followed around transfer, and training to be delivered. In other words, it is likely that those members who are within months of their 75th birthday will not transfer in, as well as those who have already reached 75. Given our need to refresh our membership from time to time, we will be carrying out a recruitment exercise in preparation for the move, and this is already underway.

Finally, on an issue which is not related either to the First Tier Tribunal or to type of hearing, there have been some issues recently regarding recorded matters. What might these cover and how should they be expressed? The Mental Welfare Commission has considered and researched recorded matters at a couple of points in our 15 year history, and published recommendations. Jennifer has prepared a short aide-memoire on this topic, which can be found on page 17.

In conclusion, I would like to record appreciation for all in our Operations teams, particularly as the number of hearings in the week beginning 17 May (139) has been, we think, record-breaking. Their unfailing dedication and good humour is amazing. Equally committed to keeping things running are all those in the President's Office. Jenna Swan, who has taken over from Yvonne Bastian, made a return from Operations to the PO, where she first worked when she came to MHTS. We are delighted to have her back, not least because she is putting together the newsletter to which this is the introduction. Jane Patrick has, as ever, edited the contents and I am very grateful to her for doing so.

I hope you enjoy reading it, and that you all manage to have some time off over the summer, perhaps even in some sunshine.

Laura J Dunlop QC, President

News



Yvonne Bastian – Retirement Announcement

Some of you may already be aware of this news, but the newsletter seems like a fitting way to formally announce to you the retirement of Yvonne Bastian - given the time and effort Yvonne has put in to getting the newsletter to you all over the years.

Earlier this year Yvonne decided to take her well-earned retirement after 14 years working for MHTS. Yvonne joined the Tribunal in 2007 as a temp (like many of us at MHTS) and originally worked in Bothwell House undertaking some administrative work. It wasn't long before Yvonne changed roles to begin work as the President's Office Secretary, a role in which she remained until her retirement last month.

Yvonne was a huge and important part of the Tribunal. She was very committed, conscientious and always keen to help. Her attention to detail and ability to find word processing shortcuts could not be beaten. Everyone enjoyed working with her and she will be missed by us all.

Personally Yvonne was a great support to me when I changed roles in 2017 to begin work in the President's Office. Yvonne helped me settle in very quickly and continued to be a great support throughout my time working with her, and for that I will always be grateful.

We wish her a long and happy retirement.

Scott Blythe
Tribunal Liaison Officer



Introducing Jenna Swan

President's Office Secretary – MHTS

I am delighted to have taken up post as the President's office secretary here at MHTS. I started training in mid-March, and then settled in the job permanently in the first week of April, after the retirement of my predecessor, Yvonne Bastian.

Before moving to the President's office, I worked in the Tribunal casework administration for over 4 years. I absolutely loved my casework role and have had a lot of different experiences and good times with the teams. I liked to learn about the law and the Act and enjoyed communicating with our patients and stakeholders. Prior to this, I was in a tribunal support role to senior SCTS managers, and started my employment in Tribunals with the MHTS President's office as administrative support to Fiona Queen and Yvonne Bastian in 2015. I have had full experience of all areas of the Tribunal and administration and have come full circle back to the beginning. Before commencing employment with the Tribunal, I worked in an estate agency and in the home care sector.

When I am not at work, I like to spend time with my husband and son. I recently started to enjoy taking long walks and love taking amateur photos of our stunning Scottish countryside. I also like to go out for lunches and dinners with my friends.

I am committed to provide efficient secretarial support to our judiciary and to carry on the fantastic job that Yvonne has achieved over the years.

Jenna Swan
President's Office Secretary

Publication of MHTS Decisions

Some decisions of the MHTS have recently been published, in redacted form, in the Legislation and Caselaw section of the MHTS Website (please see the bottom of the webpage)

https://www.mhtscotland.gov.uk/mhts/Legislation_and_Caselaw/Legislation_and_Case_law.

It is planned to continue to publish a small number of decisions which deal with an interesting or unusual point of fact or law or which illustrate the work of the Tribunal. While these decisions illustrate the approach taken by individual tribunals to the issue in question, it is of course open to other tribunals to reach a different decision on the same issue.

Members are invited to draw any decisions which raise points of interest to the attention of the President's Office.



Finance

The Finance team would like to advise members that our payroll provider, Liberata, will soon be issuing P60s for the tax year 2020/21. You should receive this by the end of May 2021. Your P60 is an important document and should be kept safe as you may need it when submitting any future tax return.

If you have not received your P60 by mid-June 2021, please notify the Finance team at opsfinancetribunals@scotcourts.gov.uk and a member of the team will investigate for you.



Curators ad litem

From 1 March 2021, the Tribunal introduced a new scheme for solicitors and advocates to be appointed as curators ad litem in respect of Tribunal proceedings - https://www.mhtscotland.gov.uk/mhts/files/Curators_Terms_and_Conditions_2020.pdf

At the same time, the Tribunal's Guidance for the curators ad litem was updated - https://www.mhtscotland.gov.uk/mhts/files/Guidance_to_Curators_Revised_November_2020.pdf

The new scheme essentially provides a greater degree of oversight and formalises the process for solicitors or advocates who wish to act as a curator ad litem in Tribunal proceedings. This process now includes the requirement to produce an enhanced disclosure, to have recent experience of mental health law and renewal of inclusion in the list of potential curators ad litem every 5 years. All those on the list, including existing solicitors, have been subject to this new scheme and a few new solicitors have been added.

Occasionally the Tribunal receives a request for a curator ad litem to have a particular skillset or background. The Tribunal has sought to gather such information from potential curators ad litem to assist with meeting such requests.

Members' Forums Update

A further two successful virtual forums have been hosted since our last newsletter.

The Edinburgh Members' forum was held on Wednesday 3 March with legal member Sir Crispin Agnew QC delivering a talk on his view of *The 'capacity' dichotomy for Mental Health Tribunals Scotland*. The talk was followed by questions and a brief discussion on the subject matter. The forum was well attended with a geographically spread audience.

Glasgow members hosted the latest forum on Wednesday 21 April 2021. Professor Jill Stavert provided an update on the progress and current thinking of the Scott Review. Once again the forum was well attended with several members joining virtually from outwith the Glasgow area.

To date, feedback from members attending the forums has been extremely positive. As much as members are keen to meet again in person, until they are able to do so the virtual forums are proving to be a great success. Thank you to those forum organisers who have organised the virtual forum 'meetings' thus far.

Members are encouraged to contact forum organisers directly, or myself, to suggest speakers or to volunteer to speak at a forum.

The forum organisers are:

Moray & Highland

John Bamber

Grampian

Derek Auchie

Tayside

David Gilling

Edinburgh

Joy Hosie

Glasgow

Maureen Reith

Ayrshire

Martin McAllister

Fiona Queen

PA to the President and Member Liaison Officer

Tayside Members' Forum

You are invited to attend a “virtual” online meeting on Tuesday 07 September 2021, at 1830 hours.

Topic: Presentation and discussion led by Joyce Mouriki and Lesley Ward from the MHTS Members' Association, followed by informal discussions between members.

Please do not reply to this email but advise David Gilling directly of your attendance and any questions you would like to raise with Joyce and Lesley.



MHTS Members Association

The Members Association would like to thank members for taking the time to complete the recently circulated survey and also to thank Fiona Queen for circulating it. 64 members completed the survey (18 %) of tribunal members. There appears to be an appetite among members for more CPD and peer support. This appeared particularly apparent where members did not have access to this in another role. The priority for training for the majority of respondents appeared to be in relation to specific processes that appear in evidence presented to the Tribunal e.g. risk assessment, care and support planning and significantly impaired decision making.

With regard to the role of the Members Association 87% of respondents felt that the Association should be representing members' views in relation to contractual matters. Although a large number of respondents felt that the Association should also represent members' views on tribunal processes and procedures, health and safety, provision of CPD and the member review process; as well as provide an opportunity for sharing of information e.g CPD opportunities.

A copy of the full survey results can be accessed here:

<https://drive.google.com/file/d/17adlvxLbiZh4KbY7aK-9J5YjKmdRrdIW/view?usp=sharing>

The next meeting of the Members Association will be held on 15 June at 7pm. Please contact Lesley, if you wish to be sent the link for the meeting. New members welcome.

Rules 46 and 48

As members are aware, in terms of the Tribunal's 2005 Rules, guardians, welfare attorneys and primary carers only receive notice of the proceedings before the Tribunal i.e. a letter from the Tribunal advising them of the proceedings and details of the hearing. They do not, initially, receive the papers.

The Tribunal has recently amended the letter it sends to those invited to hearings to highlight the right to request a copy of the papers in the case under Rule 46 and also the right to apply to be a party under Rule 48.

Rule 46 requires that copies of any documents received in relation to the proceedings should be sent to the parties. Rule 46(2) allows a person who is not a party to make a request to the Tribunal for copies of these documents to be provided to them. This is a judicial decision which will be taken by either a tribunal at a hearing, or by an in-house convener prior to a hearing. Whilst the Tribunal hearings are held in private, and all papers are also private, rule 46(2) gives some flexibility to provide papers to those who care for or about the person whose hearing is being arranged. The Tribunal will balance the person's right to privacy with the understanding that those closest to them may have a significant role in their care and wellbeing.

A factsheet explaining this has been placed on the Tribunal's website –

[www.mhtscotland.gov.uk/mhts/Applications and Appeals to the Tribunal/Guidance](http://www.mhtscotland.gov.uk/mhts/Applications_and_Appeals_to_the_Tribunal/Guidance)



RMO/MHO Forum and SUCAW Reference Group

On 29 March 2021 the Tribunal held, by WebEx, the RMO/MHO Forum. It was attended by 55 MHOs and RMOs.

A few weeks later on 10 May 2021, 29 service users, carers and advocacy workers attended the Tribunal's SUCAW reference group. This was also held by WebEx.

Notes of the matters discussed at both meetings are on the Tribunal's website -

[RMO/MHO forum 29 March 2021](#)

[Service Users and Carers Group and Advocacy Workers Group Meeting 10 May 2021](#)

A couple of FFR tips for telephone conference hearings

FFR advance dates for uploading to website

It has been suggested that when selecting a notional future date for your FFR when uploading it, round it to the nearest weekend to avoid confusion with hearings not yet sat on.

Reviewing FFRs

At the Autumn training, a number of members commented on how they missed sitting in person to discuss and finalise draft FFRs. Out of all the ways of finalising the decision when we are all apart, one method which seems to work well is to agree a time to discuss the draft using the conference line or the facility on many smartphones to merge calls. Please contact the President's Office if members need a conference line to discuss a draft FFR after the date of the hearing.



Historical papers on members' area of the website

IT are aware of the issue concerning papers not being automatically deleted from the members' area of the website after a tribunal hearing. If members find that their papers have not been deleted after one month, please contact Fiona Queen who will arrange for them to be removed manually: fqueen@scotcourtribunals.gov.uk



Scheduling reminder

It would be appreciated if members could ensure that webroster is kept up to date with availability and any changes in conflicts of interest on a regular basis.

Please ensure when adding your availability onto webroster, that you enter the Shift as 'Day'. If this isn't selected, your availability will appear as a minute and the schedulers will be unable to allocate you dates.

As a reminder:

- Select on webroster the week you are available
- Select **New**
- At **Shift**, select the down arrow and select **Day**
- Then tick the days that week which apply

If your availability changes at any time, please add or remove your days from webroster as soon as possible.

Scottish Accessible Information Forum

A member drew the Tribunal's attention to the Scottish Accessible Information Forum ('SAIF'): <http://www.saifscotland.org.uk>.

SAIF works to promote social inclusion by representing the interests of people living with information needs across Scotland and supporting the rights of disabled people and carers in having access to timely and accurate information.

The Forum highlights the legal requirements for accessible information. The Equality Act 2010 requires that all public services are as inclusive as can be reasonably expected, given the resources available to them, and to anticipate requirements of people with disabilities or impairments. This includes ensuring that information is accessible.

A booklet on the SAIF website advises on how to make written information accessible to those with a disability.

General written guidelines include:

- Use of clear plain language
- Correct punctuation
- Use of a clear plain font (sans serif):
 - Sans serif fonts include: Arial, Helvetica
 - Serif fonts include: Times New Roman, Palatino, Courier
- Avoid using small size of text (if using Arial font, use Point 12 as a minimum, but point 14 is preferable)
- Use of bullet points and space between paragraphs
- Justified and centred alignment should be avoided
- Avoid blocks of text in italics, underlining or uppercase

<http://www.saifscotland.org.uk/information-and-advice/easy-read/#sthash.S9giXiB7.dpbs>

Mental Health Awareness Week 2021

MHTS - Walking in Nature for Mental Health



The month of May brings mental health awareness week and we have put together a selection of pictures by the staff and judiciary. During Mental Health Awareness Week 2021, we were encouraged to enjoy a short walk in nature to try for ourselves the great feeling we can get from being immersed in the outdoors. "Happy nature" photos were taken, collated and shared in an album, for all staff enjoyment.

Please enjoy this small selection of the wonderful photos that we received. I hope these images inspire you.





**Jenna Swan
President's Office Secretary**

Articles

Tribunals Training Course

Last month, several members attended a course run by the Judicial Institute for members of Tribunals in the First Tier (and MHTS). Derek Auchie presented a paper on the conduct of hearings, and made many interesting points, some of which are summarised here.

A hearing is, rather obviously, an opportunity for people to be heard. In 2017, in research conducted by Kantar on behalf of HMCTS, experience of courts and tribunals was probed. Users rated 'being listened to' as the most important of nine factors influencing how they viewed their experience. This research report, available at

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/717315/HMCTS_Citizens_User_Experience_Research_June_2018.pdf

is worth reading in its entirety. Other findings included what people's expectations were beforehand: users in general expected the process to be emotionally difficult, and formal but fair. When the exercise of rating the experience was repeated with 'satisfaction with outcome' added, this factor appeared second after 'being listened to'.

As Derek pointed out, the importance of this factor to people has implications for us. We should refrain from talking too much, and interrupt only when absolutely necessary.

What about being efficient? While that's important, too much focus on it carries risks of

- Indicating a pre-determined outcome
- Creating the impression of lack of interest
- Suggesting judges are too busy
- Suggesting judges have better things to do

It is worth asking who's being judged, and remembering that the decision-makers are too. People are watching and listening, trying to work out what the result is going to be. That means that we must avoid giving out signs; the poker face is a useful mask. And absence of reaction is more likely to indicate that the tribunal is neutral: listening to, and thinking about, the evidence. A valuable quality in any judicial decision-maker is 'persuadability'.

Turning to the more practical questions, it can sometimes seem as though there are multiple challenging issues in an individual hearing. Who should be in the room, distress or anger, the order of witnesses, late reports ... But the other side of this coin is flexibility, and it may help to remember that it's a good aim to have.

The particular challenges presented by remote hearings may create a greater need to

- Show empathy by using the spoken word, since body language is missing
- Avoid boredom and fatigue by taking breaks and slowing pace
- Ensure that solicitors and clients can communicate with each other

At the same time, it is clear that remote hearings are a more comfortable experience for some people. Elements of remote attendance will remain a feature of whatever overall system emerges post-pandemic.

Finally, Derek quoted Lord Neuberger, former President of the Supreme Court, who suggested (tongue in cheek) that judges, once appointed, should begin in the Supreme Court, be promoted to the Court of Appeal and then, when they reach the pinnacle of their career, sit (alone) at first instance, managing witnesses, evidence and argument and bringing everything to a reasoned conclusion.

Recorded matters

In a CTO application, recorded matters provide a means of extending the Tribunal's input to a case beyond the authorising of various measures. They allow the Tribunal to give some input to the care and treatment of a patient, in certain circumstances. This is an important tool for the Tribunal not least because of the principle of reciprocity. At a basic level, a recorded matter may assist in ensuring a patient receives adequate services or to progress from a situation which doesn't address their care needs, for example a delayed discharge. There are of course significant limitations on what can be achieved or enforced, as ultimately a recorded matter isn't a way of changing other agencies' resource allocations. A patient's solicitor may be keen to see a recorded matter made as a means of ensuring that their client has access to a scarce resource or because they perceive that it may make their client a priority for a particular service. It's also worth noting that if a particular type of care or treatment is being considered as the subject of a recorded matter, it may be necessary to make an interim decision, so that a direction can be made to obtain more information about the appropriateness and availability of that service. For example, if a patient's solicitor is pressing for a particular solution or facility for their client, but there is no clear evidence that this is suitable or can be realistically provided, a direction could be made requiring a service provider to attend a further hearing to give evidence on that matter. Whilst the powers in the Act do not require or particularly permit the panel to consider other agencies' resources when making a recorded matter, neither is there any purpose in making one which cannot be achieved because a service is unsuitable for the patient's needs or simply doesn't exist.

What makes a recorded matter effective and useful in any given case? It should clearly specify the care, service and treatment which is to be provided. Whilst that goes without saying, it can be difficult to frame a recorded matter in a way which achieves the intentions but stays within the powers explicitly granted to the Tribunal. The recorded matter has to make it clear what is to be done, by whom and within a particular timescale. It isn't necessary to name individual post-holders who have responsibility for service provision, but the Tribunal can specify the organisation responsible for achieving the substance of the recorded matter. They will then be responsible for addressing that matter. Naming a specific individual carries the risk of straying into territory more properly covered by a direction.

If you are considering making a recorded matter, here's a checklist which might be of assistance:

- What treatment, care or service does the Tribunal consider it appropriate that the patient receive?
- Does the Tribunal have the power to specify this? (Section 64(4)(a)(ii) will answer that question.)
- Is it realistic and achievable that this treatment, care or service be provided to the patient?
- Who is responsible for providing this?
- By what date it is reasonable to expect the patient to receive the specified treatment, care or services?

Members may find it helpful to review the following Mental Welfare Commission publication which referred to two surveys of recorded matters:
https://www.mwcscot.org.uk/sites/default/files/2019-06/updated_survey_of_recorded_matters_2_.pdf

Finally, when drafting a recorded matter, it is also worth bearing in mind the process which follows a recorded matter being made. The Tribunal documents all recorded matters made and, in particular, the time limit for them to be met. Once the time limit is reached the Tribunal Administration will contact the RMO to ascertain whether or not the recorded matter has been met. Where this is not the case, the RMO will be invited to make a reference to the Tribunal under section 96 of the 2003 Act. If the RMO decides not to make a reference, then the Tribunal will contact the Mental Welfare Commission to ascertain whether or not they wish to use their discretion to make a reference under section 98.

In summary, if it's a matter of medical treatment, community care services or any services relating to care and treatment, it can properly be framed as a specific and actionable recorded matter. If it is about the administration of a case, for example asking a specific individual to attend a future hearing to provide evidence on a service provision, it may well be that a direction is more appropriate.

Jennifer Whyte
Legal Secretary

Data Security Awareness

We have now reached that time of year where we like to provide a reminder about the importance of data security when undertaking work for MHTS.

It is worth starting with a reminder to everyone that when taking part in a hearing by teleconference that you should ensure you participate in hearings from a room where you are alone (and will not be overheard). More generally, we are all spending more time with laptops open, accessing sensitive personal data in our own homes. At all times, we must remain attentive to the need to protect the security of this information.

Over the last year many of you will have noticed a dramatic decrease in the amount of paperwork you are printing as a result of viewing the case papers electronically from home. With this in mind it is important that you remember to remove any downloaded paperwork from your device when it is no longer required. It is good practice to remove the downloaded paperwork from your device on the day of the hearing after it has taken place. You should also make sure to empty your recycle bin regularly on your device as the recycle bin retains certain data for a period of time after you delete it.

It is important that the device you use to access any confidential papers related to MHTS cases is fitted with the appropriate level of security. Before using a device to access Tribunal paperwork it must have an appropriate form of encryption software on it. If you renew or change your device you must make sure to update the device with appropriate encryption software. If you are unsure about anything regarding encryption you can contact me for more information of the different options available to you depending on the device that you have. You should also ensure that the device has up to date anti-virus software on it, and make sure to keep other software on the device up to date – this includes the operating system, internet browsers and Adobe software. Ensuring all these are up to date will provide your device with the most secure level of protection available at all times.

You may also want to refer to the poster narrating the Ten Golden Rules, displayed on the next page, this is something used by SCTS.

I will leave you with the following four points to keep in mind as you continue your work for the Tribunal over the next year and beyond.

- Do – ensure your device has the appropriate encryption software installed on it
- Do – take the appropriate level of care when in possession of confidential data in a public setting
- Do – report any losses of data immediately to headquarters in Hamilton
- Do not – retain any unnecessary data relating to the Tribunal on your device

Scott Blythe
Tribunal Liaison Officer

Protecting Information Assets

Golden Rules

Scottish Courts
and Tribunals Service



PASSWORDS: Access to equipment/media must be protected with a secure password. Don't disclose it to anyone.



PERSONAL DATA: Protect personal information and data as if they were your own.



AWAY FROM THE OFFICE? Don't take data or information unless you really need to.



SAFE BUILDINGS: Watch out for unauthorised visitors and help keep buildings secure.

DON'T FORGET!



**SECRET
TOP SECRET
OFFICIAL**

PROTECTIVE MARKINGS: know what protective marking applies to information and comply with the handling guidelines to protect it.



LOCK DOWN: Keep cabinets and pedestals locked and always lock your computer when leaving it.



PROVIDING INFORMATION: You must have the authority, and/or the legal power to release data or information. Sensitive data must be transferred securely.



PUT IT AWAY: Never leave information or data on your desk when you are not around.



KEEP SECURE: Keep your blackberry, laptop or any official papers secure at all times.



BUSINESS NEED ONLY: Never access information or data unless it's part of your job and you have a business need to do so.

Useful Information

- JH V MHTS 2 December 2020, Unreported
https://www.mhtscotland.gov.uk/mhts/files/Judgements/JH_v_MHTS_December2020.pdf
- Scottish Government: Independent Forensic Mental Health Review: Final report
<https://www.gov.scot/publications/independent-forensic-mental-health-review-final-report/>
- Scottish Government: Learning/Intellectual Disability and Autism Towards Transformation
<https://www.gov.scot/binaries/content/documents/govscot/publications/strategy-plan/2021/03/learning-intellectual-disability-autism-towards-transformation/documents/learning-intellectual-disability-autism-towards-transformation/learning-intellectual-disability-autism-towards-transformation/govscot%3Adocument/learning-intellectual-disability-autism-towards-transformation.pdf>

Mental Welfare Commission Publications

- Good Practice Guide: Medical treatment under Part 16 of the Mental Health (Care and Treatment)(Scotland) Act 2003 – April 2021
https://www.mwcscot.org.uk/sites/default/files/2021-04/MedicalTreatmentUnderPart16MHA_2021_0.pdf
- Good Practice Guide: Decisions about technology – February 2021
<https://www.mwcscot.org.uk/sites/default/files/2021-02/DecisionsAboutTechnology2021.pdf>
- COVID-19 FAQs for practitioners (version 24, 19 March 2021)
<https://www.mwcscot.org.uk/sites/default/files/2021-03/Covid-19%20advice%20note%20v24%2019%20Mar%202021.pdf>
- Advance Statement overrides monitoring report 2017-18 and 2018-19 - February 2021
https://www.mwcscot.org.uk/sites/default/files/2021-02/ASO_report_Feb2021.pdf

***Please note that links to Informative Publications are included for information only. Any views expressed in these publications are those of the authors and not those of the MHTS.**

Clerks' Contact Details

Clerk		Number	Email
Allan	Jean	07917 898792	<p>Please email clerks on the following generic email address and not on their individual email address:</p> <p>MHTSHearingsOps@scotcourttribunals.gov.uk</p> <p>Post-hearing paperwork to be uploaded to:</p> <p style="text-align: center;">MHTS_FFR_Order</p> <p style="text-align: center;">on members' website</p> <p>Hearing Team Leaders:</p> <p>Team 1: Anna Bulloch – 01698 390040 abulloch@scotcourttribunals.gov.uk</p> <p>Team 2: Sandra Devlin – 01698 390013 sdevlin@scotcourttribunals.gov.uk</p> <p>Team 3: Jeanette Thomson – 01698 390004 jthomson3@scotcourttribunals.gov.uk</p>
Armstrong	Grant	07917 898818	
Barclay	David	07917 898806	
Barnes	Gemma	07423 779555	
Beech	Amy	07828 987880	
Booth	Denise	07423 779666	
Bruce	Ian	07876 884046	
Cherry	Alice	07884 655908	
Colquhoun	Michael	07825 009020	
Cowie	Paul	07917 898801	
Ferguson	Elaine	07917 898813	
Higgins	Margaret	07884 655912	
Kilpatrick	Hannah	07884 664658	
Lithgow	Anne	07917 898823	
McDougall	Julie	07423 778767	
McLagan	Stuart	07584 158127	
Miller	Mandy	07770 645654	
Mooney	Audrey	07876 884044	
Paterson	Chris	07715 463790	
Paterson	Ellen	07423 779977	
Paterson	Leanne	07471 350730	
Ramsay	Jane	07917 898809	
Shearer	Jennifer	07423 778698	
Sinnett	Stephanie	07786 028852	
Swan	Alan	07557 484869	
Webb	Kevin	07917 898793	
Zachary	Margaret	07917 898796	

Useful Contacts

Scheduling Team

(including re-setting Webroster and MHTS Website passwords)

schedulingmhts@scotcourttribunals.gov.uk

❖ Telephone: 01698 390073

e-Expenses Helpdesk

webrosterexpenses@scotcourttribunals.gov.uk

❖ Telephone: 01698 390090

Finance Team

opsfinancetribunals@scotcourttribunals.gov.uk

❖ Telephone: 01698 390054

President's Office

mhtspresidentsoffice@scotcourttribunals.gov.uk

Fiona Queen, PA to President and Member Liaison Officer

❖ Telephone: 01698 390033

Jenna Swan, President's Office Secretary

❖ Telephone: 01698 390001

Newsletter Contributions

The Tribunal welcomes contributions to the Newsletter from all members.

Members who wish to contribute to the Newsletter should contact Jenna Swan at MHTSPresidentsOffice@scotcourttribunals.gov.uk

The following timescales will apply for contributions*:

May edition: contributions by the end of March

September edition: contributions by the end of July

January edition: contributions by the end of November

***Contributions may require to be edited**