

TAXATION DISCIPLINARY BOARD

APPOINTMENT OF INVESTIGATION COMMITTEE AND DISCIPLINARY TRIBUNAL TAX PROFESSIONAL MEMBERS

The Taxation Disciplinary Board Limited (TDB) deals with complaints and disciplinary matters involving members and students of the Chartered Institute of Taxation (CIOT) and the Association of Taxation Technicians (ATT). The CIOT and ATT together have over 30,000 members and students and are the two leading UK professional bodies concerned solely with taxation.

The TDB wants to appoint new panel members who are ATT/CIOT members.

Members appointed will participate in both Investigation Committees and Disciplinary Tribunals and may also participate in Interim Order Panels.

The **Investigation Committee** meets to consider complaints and determine whether there is a prima facie case of misconduct by the member or student and where the member is in agreement may consider disposal of the complaint with a consent order. They may also sit as assessors to hear appeals against such decisions.

The **Disciplinary Tribunal** hears the cases referred by the Investigation Committee and, when appropriate, impose sanctions. Panel members may also sit on Appeal Tribunals to hear appeals against findings made by Disciplinary Tribunals. On occasions, for appropriate cases, an Interim Orders Panel may be convened.

Committees and Tribunals normally have three members, including a legally qualified Chair, a member of CIOT or ATT and a lay person.

We are looking for individuals who are committed to maintaining and improving professional standards in the public interest; are likely to have knowledge of professional regulation; will have knowledge of the professional advice market in relation to taxation. Successful applicants will be able to

- assimilate large quantities of information
- evaluate evidence logically and impartially
- formulate a coherent view of the case
- undertake structured decision making
- articulate their decisions at the tribunal.

The expected time commitment is an average of a day a month. A fee of £350 is paid for a day's attendance at a Committee Meeting or Tribunal hearing.

To apply, all candidates are required to supply a CV (2 pages maximum) and letter outlining how you meet the requirements. Applications must be submitted by email to admin@tax-board.org.uk by 12pm 25th April 2025. Applicants shortlisted for interview will be informed by 16th May. Interviews will be held in London and will take place on during week commencing 3rd June 2025.

The Taxation Disciplinary Board is an Equal Opportunities employer and welcomes applications from a diverse field of candidates