

Equality Objectives performance report 2012-2013

Objective 1

To widen the pool of candidates applying for judicial positions through communication and outreach activities

Outcome measure	Evidence & source	Progress
Candidate applications will be in proportion with the eligible pool for each selection exercise	Number of candidates applying compared to the eligible pool	<p>Q1: Eligible pool is currently in the process of being refreshed jointly with the JAC statistician who and in liaison with the Bar Council, Law Society & CILEx regarding their data. Scheduled to be refreshed for the 6 Dec 2012 Official statistics release. It is an element of the Diversity Forum Forward Look and is also included in the Corporate Change Programme (CCP). In parallel. Work is also currently being undertaken by the JAC Statistician regarding the use of comparator exercises.</p> <p>Q2: Data received from Bar Council, Law Society & CILEx. Refreshed pool data for use at the end of September and inclusion in the December 2012 Official Statistics.</p> <p>Q3: Refreshed eligible pool now in use for all legal exercises (including those published in the December 2012 Official Statistics). Of those statistics published, only 1 legal exercise was of sufficient size (10+ recommendations) to be included. Women progressed from 44% of the pool to 46% recommendations; BAME progressed well from 10% of the pool to 25% recommendations. The statistician now provides the eligible pool for each legal exercise to ensure accuracy and comparability.</p> <p>Q4: The JAC Statistician conducted analysis of the judiciary in post compared to the refreshed eligible pool. The in post Tribunals reflected the eligible pool and for salaried was in fact more diverse for both women and BAME, The courts judiciary was less diverse than the pool.</p> <p>Summary: In addition to the refresh of the eligible pool, the JAC Statistician also created an evidence pack which will be published with the June Official Statistics. It ties in the work carried out over the year comparing recommendations to the eligible pool as well as trend analysis which will enable the JAC to more effectively monitor progress.</p>
	Selection overview document	
At least 90% candidate satisfaction with seminars, website, and outreach events run by the JAC	Survey monkey analysis Written comments to the JAC post event	<p>Q1: 1 event held this quarter. The event was with the Society of Asian Lawyers (SAL) with 14 attendees. 89% of attendees rated the quality of the seminar content as good or excellent, with 11% rating it as fair. In addition to the initial 70 Chartered Legal Executives (CILEx) who viewed the webinar hosted in conjunction with CILEx on 30th March 2012, a further 400 have viewed the webinar on how to become a judge during April- June 2012. 95% of attendees that completed feedback stated that they would prefer a webinar event to a candidate seminar in future.</p> <p>Q2: The JAC provided a speaker for a Bar Council event seeking to target women and BAME judges on 2 July. As this was not a JAC led event and our feedback forms were not used. Further events planned for Q3.</p> <p>Q3: The JAC provided speakers for 11 events (including the Chairman, 4 Commissioners and 10 JAC staff) in various locations around the country during Q3. These ranged from a large judicial event with over 170 delegates and various members of the judiciary to smaller targeted outreach events. Verbal feed back was positive for all events however</p>
	SETs Outreach	

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		<p>no JAC feedback collated as the events were not run by the JAC. Further Webinars are being developed for use in Q4.</p> <p>Q4. In Q4 the JAC provided 4 Commissioners to speak at DCRJ induction events and Women in Wales event both organised by Judicial Office. A Director attended and spoke at the combined Law Society/Bar council disability event for disabled lawyers. These were not JAC led events but positive comments have been fed back to the JAC for all events. The JAC has taken part in 2 webinars, 1 on references and the other was run by the College of Law on Judicial Appointments.</p> <p>Summary: The JAC has continued to provide speakers and materials for various events around the country and with different organisations. The Outreach team is working with Key interested parties to find the most suitable and cost effective methods for reaching candidates, including webinars. The analysis from the Barriers to entry research will guide this. For the event organised by the JAC, we received 89% positive feedback. The non JAC led events have provided positive feedback and the events have been well received. We are in the process of reviewing how feedback collated.</p>
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Objective 2

To ensure that all JAC selection exercise policies, procedures and practices are free of any unintended bias ensuring all candidates experience a fair and open process

Outcome measure	Evidence & source	Progress
Parity of progression for the reported groups, i.e. women, BAME, disabled people and professional background throughout the selection exercise.	Number of candidates from the reported groups progressing compared to previous exercises Full panel briefing for each exercise.	<p>Q1: Relevant diversity checkpoints carried out on all exercises to date reviewing the progression rate at each stage and no anomalies existed. Full panel briefing was carried out prior all exercises.</p> <p>Q2: All diversity checkpoints carried out on all exercises and there were no concerns raised as to the progression of the reported groups. No exercises were postponed or stopped due to diversity issues. Comparisons have continued to be made to previous exercises where possible to highlight any inconsistencies. Full panel briefings have been carried out for all exercises including unconscious bias awareness training.</p> <p>Q3: Statistician has completed work, additional to official stats production to compare like for like exercises over the life of the JAC. This will be continued in Q4 to include Tribunals data, only recently available.</p> <p>Q4. Diversity checkpoints procedure updated and recirculated to all staff. No exercises during this quarter have caused concern for the reported groups. Analysis has been carried out into some specific exercises to check progression rates post selection day which resulted in reassurance that there were no causes for concern.</p> <p>Summary: Overall this year women continue to perform well and are being appointed in greater numbers than men in some exercises. The rate of applications from BAME candidates has been maintained and is higher than the eligible pool. While selections</p>
	Selection overview document (<i>previously closedown reports & diversity check point reports</i>)	

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		<p>have not yet reached the eligible pool for all exercises, in some BAME candidates for example Deputy District Judge (Magistrates Court) they out performed the eligible pool statistics.</p>
<p>Met all valid reasonable adjustment requests. Monitor requests for reasonable adjustments and provide a full report to the commission once a year.</p>	<p>Number of reasonable adjustments carried out.</p>	<p>Q1: 32 reasonable adjustments carried out over 2 exercises in this period with a cost to the JAC of approximately £200, which covered 4 typists' fees. All requests were met. Q2: 3 reasonable adjustments were carried out on 1 exercise in July-September for the selection day only. (No QT held in this period). There were no costs incurred by the JAC, all requirements were met. There are no indications that any of the candidates were unsatisfied with the arrangements provided. Q3: 7 reasonable adjustments carried out during this period on 1 large exercise. All adjustments met the needs of candidates with no additional cost incurred to the JAC. Q4: 24 adjustments were carried out in this quarter which related to 3 exercises. A few candidates experienced issues with their specialised software not being compatible with the current system used by the online test supplier and our application system This is being considered as new IT system is taken forward. Summary: A total of 66 adjustments were carried out in 2012-2013 at a cost of £200. This compares to £3000 in previous years With the introduction of online testing this has enabled candidates to sit the tests in a more familiar environment without requiring the more complex adjustments, thus saving money and candidate travelling time. This was a similar figure of adjustments made to the previous year.</p>
	<p>Annual report from CST Reasonable adjustment officer</p>	
<p>Upheld complaints do not relate to diversity.</p>	<p>Analysis of complaints</p>	<p>Q1: No diversity complaints upheld. 2 out of the 12 complaints received in Q1 concerned available length of service before retirement age. Neither was upheld. Q2: There were 3 complaints made to the JAC relating to diversity in this period. 2 were regarding typing speeds of candidates in QTs, which was felt discriminated against older candidates and the other was from a candidate who felt she was discriminated against because of her social class/accnt. 1 case has been sent to JACO and is under investigation. Q3: Of the 6 complaints received in October-December, none were relating to diversity. One previous case raised earlier in the year was referred to JACO concerning a reasonable adjustment and was partially upheld. Q4. No diversity related complaints were received this quarter. Summary: This year 5 out of the total of 42 (12%) complaints were related to diversity and only 1 complaint was partially upheld. This compares fairly to the previous year where the number of diversity complaints was 23%. (12/52) with none being up held or partially upheld.</p>
	<p>Complaints Officer</p>	

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Objective 3

To monitor the diversity of candidates selected for judicial appointment (against the eligible pool where available) and take remedial action where appropriate

Outcome measure	Evidence & source	Progress
All selection exercise teams undertake diversity checkpoints at the key checkpoint stages	Check point table completed	Q1: Relevant diversity checkpoints carried out on all exercises at the relevant stages. Q2: All diversity checkpoints carried out on all exercises at all stages. None of the exercises raised a cause for concern and were all permitted to progress to the next stage. Q3: Diversity checkpoints carried out for all exercises and recorded. An internal review of checkpoints process has been conducted and updated procedures will be implemented in Q4. Q4: Updated procedures agreed and circulated to staff. Summary: All exercises provided diversity statistics at key stages and analysis was considered where necessary. We took the opportunity to update the checkpoint procedure and refresh the guidance to staff to simplify the process.
	SETS	
Provide transparency on progression in selection exercises through the provision and publication of statistics twice yearly under the provision of the Statistics and Registration Service Act 2007 and compliant with the Code of Practice on Official Statistics.	Publication of Official Statistics (bi annual, June /Dec)	Q1: Successful publication of Official Statistics on the 14 th June 2012. Figures were welcomed by the Justice Minister. Q2: Work underway on the Dec 2012 Official statistics data. The 11 exercises which will be reported on have been decided and the refreshed eligible pool will be used. Q3: December 2012 Official Statistics were successfully published and press release promulgated to key interested parties. Positive press articles published including support from the Equalities Minister Helen Grant. Q4: The JAC is working towards the publication of the June Official Statistics. The statistician is continuing to identify improved methods of publishing data. Summary: The JAC continues to provide transparency on progression through the provision of statistics. Further information will be provided in the June 2013 statistics within the evidence pack.
	JAC Statistician	
Equality assessments are conducted and recorded for all policy changes/amendments and selection exercise selection tools, for example, role play and qualifying test	Equality Assessments carried out for all policy changes and amendments to process. Full record of Equality Assessments carried out posted on the internet.	Q1: 6 equality assessments have been carried out from April - June covering variations to the selection process. All assessments recorded and regularly published on the JAC website. Q2: 5 equality assessments have been carried out from July – September. None highlighted any bias or disadvantage towards any of the protected groups. All 11 carried out to date are listed on the JAC internet. Q3: There were a total of 9 equality assessments required to be carried out from October – December. These were predominately relating to changes implemented under the Pathways to change (the JAC’s review of the selection process) Q4: 6 equality assessments were carried out in this period. 5 were relating to specific exercises and 1 was a basic assessment prior to an in depth assessment relating to the “equal merit” provision. Summary: A total of 26 equality impact assessments were carried out this year
	Across the JAC (Policy officers, SETs and Equality Officers)	

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		compared to 27 last year ensuring all changes to policy and processes consider the 9 protected characteristics. A list of all assessments carried out is listed on the equality section of the website, which assists the JAC meeting its public duty to be open and transparent.
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Objective 4		
Promoting diversity in the workplace and ensuring that the JAC meet the requirements of the Equality Act 2010 as an employer		
Outcome measure	Evidence & source	Progress
<p>Average engagement level of 70% obtained within the staff survey over the next four years</p>	<p>Completion rate of survey</p> <hr/> <p>HR</p>	<p>Q1: In May 2012, the Staff Forum undertook a survey to find out how well staff consider the JAC to be addressing some of the key issues within the organisation. The results are currently being analysed and are due for publication in early July 2012 and will be included in the Q2 progress report.</p> <p>Q2: The following measures have been taken to encourage a continued high level of engagement</p> <ul style="list-style-type: none"> • Staff presented with the results of aforementioned survey • Staff drop-in sessions carried out by Staff Forum to discuss individual concerns. • Meeting held with Leadership to discuss concerns raised and agree relevant actions to rectify the position • Staff survey being carried out in October 2012 • Continued work and support from the Staff Forum to encourage staff to take part in such surveys and opinion polls. <p>Q3: Staff survey complete and responses collated for 2012. A staff engagement level of 53% was achieved, which was lower than anticipated. The Staff Forum is working with Leadership to create an action plan to resolve any underlying issues.</p> <p>Q4: Following the staff survey analysis a further staff event was held in January to enable senior leaders to gain a better understating of staff issues/concerns. The results from the two events have been combined and an action plan produced.</p> <p>Summary: The 2012 survey had a disappointing engagement score (53%) following the 2011 survey which reached an engagement score of over 63% was achieved. Senior leaders in conjunction with the Staff Forum have created an action plan which will be monitored by the Forum throughout the year ensuring progress is made.</p>
<p>All proposals outlined in bespoke staff survey action plans are implemented, provided resources are available</p>	<p>Staff surveys broken down by Directorate and recorded progress against actions</p>	<p>Q1: The Staff Forum is working in conjunction with Leadership and HR to ensure action plans following the 2011-2012 staff survey are delivered.</p> <p>Q2: By the end of Q2, of the 22 individual action points agreed across both Directorates,</p>

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	HR & Directorates	<p>14 were considered to be cleared or were now considered as common processes; 7 were on going; whilst 1 was still awaiting action. Action plans have been updated and placed on the intranet.</p> <p>Q3: The Staff Forum is working with Leadership to create a new action plan for the 2012-2013 staff survey. All actions from 2011-2012 have been implemented and will continue to be monitored.</p> <p>Q4. The Staff Forum has taken over responsibility for the staff survey/event action plan and will update quarterly with Leadership and share progress with staff.</p> <p>Summary: A more active role has been displayed by the Staff Forum over the year in maintaining and ensuring progress is made to the action plan. Over the coming year, it will regularly update the actions and challenge any action not being taken. Quarterly updates will be provided to staff so that they are all aware of the current position.</p>
<p>Staff reflect the diversity of the general population at all levels.</p>	<p>Up to date monitoring carried out, broken down by the protected characteristics.</p>	<p>Q1: The Census results will be published in July 2012. The diversity of current staff has been calculated and will be compared with the census statistics in Q2 progress report.</p> <p>Q2: The 1st release of the census data identifies that there are currently 49.7% male and 50.3% Female adults in Eng and Wales at working age. The JAC is currently made up of 46% male and 54% female which is a fair comparison. The age of the working population was considered and broken down as follows, Which was again a reasonable comparison</p> <p>18-29 – Jac 18 %- Population 26%, 30-49 – JAC 54 % - Population 44%</p> <p>50+ - JAC 26% - Population 30%</p> <p>JAC will continue to monitor the diversity of its staff to ensure it reflects the community which it serves.</p> <p>Q3: With the newly released census data, no anomalies in the make-up of the staff of the JAC have been revealed.</p> <p>Q4. Investigation carried out as to the best methods of monitoring the diversity of JAC staff and agreed to use the internal HR system to provide this information.</p> <p>Summary: Throughout the year, the JAC staff balance has reflected the diversity of the community in which it serves.</p>
	HR	