

JUDICIAL APPOINTMENTS COMMISSION (JAC)

12 July 2018

Minutes of Board Meeting

Present	
Board Members	JAC Staff
Ajay Kakkar (Chairman) Anne Rafferty (Vice Chairman) Mathangi Asokan (EA) Anuja Dhir (AD) Emir Feisal (EF) Jane Furniss (JF) until 12:45 Andrew Kennon (AK) Sarah Lee (SL) Noel Lloyd (NL) by telephone Fiona Monk (FM) Brie Stevens-Hoare (BSH) Valerie Strachan (VS) Phillip Sycamore (PS) Simon Wessely (SW) Philippa Whipple (PW)	CEO Head of Strategy and Policy Head of Operations Head of Secretariat/Board Secretary Head of Senior Appointments Head of Judicial Statistics Senior Selection Exercise Manager Selection Exercise Manager
Observing	
Maggie O'Boyle- Media Consultant	Senior Communications Manager Head of Selection Policy Head of Diversity and Engagement Selection Exercise Manager

1. Apologies and matters arising

- 1.1 No apologies were received.
- 1.2 The minutes of the 14 June 2018 meeting were agreed.
- 1.3 No interests were declared by any Board member in respect of any matter under discussion on the agenda.

2. High Court 2018 Selection process review and programming

- 2.1 The Chairman advised the Board on the Lord Chief Justice's views for its consideration when discussing options for improving the High Court competition. The Board expressed its gratitude to the Lord Chief Justice for providing his views on the matter.
- 2.2 The Chairman invited the Head of Senior Appointments to present a paper to the Board on proposed changes to the High Court competition exercise. The Board decided that the following be implemented for the forthcoming 2018/19 exercise:

- an extended application window, moving from the current 2 weeks to 8 weeks;
- a simplified application process, following that now used for the Court of Appeal, requiring off-line application by letter setting out suitability, with an accompanying curriculum vitae;
- assessment against a streamlined list of High Court Skills and Abilities;
- a simplified format for Independent Assessors to complete off-line, aligned with the new application format and High Court Skills and Abilities, and the opportunity for candidate to give their Assessors more time to complete and submit; and
- a single statutory consultation, after sift and before selection day.

2.3 The Chairman thanked Anne Rafferty, Philippa Whipple, Jane Furniss, Noel Lloyd and Valerie Strachan for their input into the paper.

3. Chief Executive's Report and Management Information Pack

The Chief Executive reported on the following key issues to the Board with reference to the Management Information Pack:

- (i) JAC finances including confirmation of the Annual Report being signed off at the last Audit and Risk Committee;
- (ii) the progress of current exercises;
- (iii) current staffing levels; and,
- (iv) an update on the Work Psychology Group Report as part of the ongoing work on Judicial Pathways.

4. Report back from Committees and Working Groups

4.1 The Chairman asked Board members to report back on recent meetings of committees and working groups.

4.2 Noel Lloyd reported back on the JARS Programme Board ("Programme Board") meeting held on 27 June 2018. NL reported that the Programme Board held further discussions with the suppliers about their readiness for the Qualifying Tests planned for 17 and 19 July 2018. The Programme Board also reviewed the high-level requirements for the tender exercise for the JARS review and market assessment and the planned launch for the tender exercise date of 5 July 2018.

4.3 NL confirmed that Brie Stevens-Hoare had joined the WMC replacing Martin Forde QC.

4.4 NL reported that the WMC noted that:

- Lord Lloyd-Jones of the Supreme Court, and a former Chair of the Law Commission, gave a speech on the 'Codification of Welsh Law' to the Association of London Welsh Lawyers on 8 March 2018.
- The Wales Act 2017 came into force on 1 April 2018, which included a change to the reserved powers model of devolution in Wales.

4.5 The Head of Operations deputised for Jane Furniss and provided a brief report on the last Advisory Group (the Group) meeting on 11 July 2018. It was reported that the Group had expressed a keenness to review its terms of reference as well as to expand its membership to assist with the expanding workload and draw in more diversity.

4.6 The Chairman invited the Chairman of the Group to review the terms of reference and bring any proposed changes to the Board for its consideration at a future meeting.

5. Chairman's Report

5.1 The Chairman reported on his activities since the previous Board meeting in June. He reported that he had met with the Senior President of the Tribunals on 18 June and also met with the President of CILEx and Chief Executive Officer of CILEx on 5 July 2018. The Chairman advised the Board that he had recently attended a bi-lateral meeting with the Lord Chief Justice on 9 July 2018 and would be meeting with the Lord Chancellor and Lord Chief Justice on 26 July 2018.

5.2 The Chairman invited Board members to comment on relevant activities of particular interest with which they had been involved. Valerie Strachan reported that she had acted as a Panel member for a Chancery Bar Association Seminar on 25 June which was also attended by Anne Rafferty and Brie Stevens-Hoare. Mathu Asokan reported that she had met with CILEx as the Assigned Commissioner for that stakeholder on 14 June and would be attending the inauguration of the new President on 19 July 2018.

6. Salaried First Tier Tribunal process

6.1 The Selection Exercise Manager presented a paper outlining plans for the forthcoming exercise to select candidates for recommendation for Salaried First Tier Tribunal vacancies.

6.2 The Board noted the number of vacancies requested; the planned selection process, and the high-level timetable including the pause in the schedule due to the judicial recess and two stage approach to the Qualifying Tests (QTs) to manage the potential high volume of applications expected.

6.3 The Chief Executive Officer (CEO) confirmed that additional resources had been planned to cover the expected volume and agreed to keep the Board updated on this matter. The CEO also confirmed that the Senior President of the Tribunals had committed to nominating a single Judge for the exercise and to maintain a specific pool of Judges for panellists on this exercise.

6.4 Following discussion, the Board approved the proposed process and timetable, and delegated implementation of the proposed timetable and exercise to the JAC staff.

7. District Judge process

7.1 The Senior Selection Exercise Manager presented a paper outlining the planned process for the forthcoming exercise for District Judge.

7.2 The Board noted the number of vacancies requested; the planned selection process including the proposal to seek completion of 3 competencies at self-assessment and all 5 competencies at selection day, and the high-level timetable.

7.3 Following discussion, the Board approved the proposed process and timetable, and delegated implementation of the proposed timetable and exercise to the JAC staff.

8. Diversity Statistics Release/ Progression Analysis

8.1 The Chairman invited the Head of Judicial Statistics to present an update on the ongoing 'deep dive' statistical analysis of progression of target groups through the JAC selection process.

8.2 Following an in-depth discussion, the Board noted the complexity of the ongoing work, the positive comments received from an independent statistician on the robustness of the methodology and the draft summary report.

8.3 The Board agreed to receive a further update on the progress of the work after the summer break.

9. AOB and Date of next meeting

9.1 This concluded the business of the Board.

9.2 The Chairman confirmed the next meeting would take place on 13 September 2018.