

# JUDICIAL APPOINTMENTS COMMISSION (JAC) MEETING

12 November 2020

## Minutes of Board Meeting

<b>Present</b>	
<b>Commissioners</b>	<b>Staff</b>
Ajay Kakkar (Chairman) Sue Carr (Vice Chairman) Mathangi Asokan Anuja Dhir Sarah Falk Emir Feisal Jane Furniss Sue Hoyle Andrew Kennon Sarah Lee Barry Morgan Greg Sinfield Brie Stevens-Hoare Simon Wessely	Chief Executive Deputy Chief Executive Head of Operations and Digital Head of Operational Delivery Head of Selection Policy Head of Diversity and Engagement Head of Programmes Head of Secretariat/Board Secretary Selection Exercise Manager Senior Policy Advisor
<b>Apologies:</b> Christa Christensen	<b>Observers</b> Senior Selection Exercise Manager

### 1. Apologies and matters arising

- 1.1 Apologies were received from Christa Christensen.
- 1.2 The minutes of the 8 October 2020 meeting were agreed.
- 1.3 No interests were declared by any Commissioner in respect of any matter under discussion on the agenda.

### 2. Chief Executive's Report and Management Information Pack

#### 2.1 The Chief Executive:

- reported on JAC resourcing for next year's selection exercise programme;
- reported on the agreed two-year programme with HMCTS and the work conducted to date;
- provided an update on the JAC's business continuity and recovery plans in response to the COVID-19 outbreak; and
- provided an update on the JAC's financial position.

### 3. Report back from Committees and Working Groups

3.1 The Chairman asked Commissioners to report back on recent meetings of committees and working groups.

### **Advisory Group**

3.2 Emir Feisal (EF) provided an update to the Board on the Advisory Group meeting which took place on 20 October.

3.3 The Group reviewed the situational judgement questions for two exercises, namely Fee-paid Lay Members of the First-tier Tribunal, Health Education and Social Care, Special Education Needs and Disability and Mental Health Review Tribunal for Wales and for Lay Members, Employment Appeal Tribunal.

3.4 The Group had a presentation of the video of the dry-run of the pre-recorded role-play for Fee-Paid First-Tier Tribunal Judges and Employment Tribunal Judges. EF provided feedback to the Board of the subsequent discussion.

### **Audit and Risk Committee**

3.5 Jane Furniss (JF) reported back from the Audit and Risk Committee (ARC). ARC reviewed and discussed two deep dive papers on risks related to provision of digital services and retention of corporate knowledge. The Committee was content with the actions taken by the JAC to manage both risk areas.

3.6 ARC received an update from the Government Internal Audit Agency who reported on work completed during Quarter 2 and currently underway for Quarter 3.

3.7 The National Audit Office and JAC are in discussion about the timing of the annual finance audit.

3.8 JF provided an update on the recruitment of a new independent ARC member and noted her thanks to Alison Mitchell whose term comes to an end in January 2021.

### **Welsh Matters Committee**

3.9 Barry Morgan (BM) reported back from the Welsh Matters Committee (WMC).

3.10 The Committee was updated on the ongoing review by the Law Commission of the devolved Welsh Tribunals.

3.11 The Committee was updated on the launch of the Welsh Language Commissioner's assurance report of compliance with the Welsh Language Standards for 2019-2020.

3.12 BM updated the Committee on the JAC session at the recent Legal Wales Conference.

3.13 The Chair updated the Committee on a series of meetings with Sir Wyn Williams President of the Welsh Tribunals, Rhian Davies-Rees, Head of the Welsh Tribunals Unit and Mererid Edwards, the Welsh Liaison Judge which were all positive and supportive.

3.14 The Committee discussed further steps that could be taken to target potential Welsh candidates for judicial appointment through outreach and communications.

#### **4. Chairman's Report**

4.1 The Chairman briefed the Board on his recent regular meeting with the Lord Chief Justice.

4.2 Sue Carr and Sarah Falk reported that they had attended a Chancery Bar Association outreach event.

#### **5. Fee-paid Judge of the First-tier Tribunal and Fee-paid Judge of the Employment Tribunals - Evaluation of Pre-Recorded Remote Roleplay and Live Remote Roleplay**

5.1 The Senior Policy Advisor and Selection Exercise Manager presented the Board with the evaluation of the pre-recorded roleplay and live roleplay following a 'dry run' for the Fee-paid Judge of the First-tier Tribunal and Fee-paid Judge of the Employment Tribunals (England and Wales) exercise. Development of a pre-recorded format for this exercise had followed a successful pilot on the Road User Charging Adjudicator exercise.

5.2 Following discussion, the Board noted the evaluation of the two versions of the roleplay and agreed to use a pre-recorded roleplay in the selection exercise for the Fee-paid Judge of the First-tier Tribunal and Fee-paid Judge of the Employment Tribunals (England and Wales) with a view to a further evaluation of its effectiveness.

#### **6. Review of Good Character Guidance**

6.1 The Head of Secretariat presented the paper outlining proposed changes following the periodic review of the Good Character Guidance.

6.2 Following discussion, the Board approved the amended Good Character Guidance.

#### **7. Update on development and launch of new JAC website**

7.1 The Head of Diversity and Engagement and the Head of Programmes presented the Board with an update on the development and launch of a new JAC website.

7.2 The Board noted the progress made and welcomed the launch of the new JAC website.

## **8. Forward Look and AOB**

8.1 The Board noted the Forward Look and the Chairman confirmed the next Board meeting would be held on 10 December 2020.

8.2 This concluded the business of the Board.