

JUDICIAL APPOINTMENTS COMMISSION (JAC) MEETING

9 May 2019

Minutes of Board Meeting

Present	
Commissioners	Staff
Ajay Kakkar (Chairman) Mathangi Asokan Anuja Dhir Noel Lloyd Fiona Monk Brie Stevens-Hoare Valerie Strachan Emir Feisal Andrew Kennon Sarah Lee Phillip Sycamore Philippa Whipple	Chief Executive Deputy Chief Executive Deputy Head of Operations and Digital Head of Selection Policy Head of Diversity and Engagement Head of Secretariat/Board Secretary Senior Selection Policy Advisor
Apologies: Anne Rafferty (Vice chairman) Jane Furniss Simon Wessely	Observers: No observers

1. Apologies and matters arising

- 1.1 Apologies were received from Anne Rafferty (Vice Chairman), Simon Wessely and Jane Furniss.
- 1.2 The minutes of the 11 April 2019 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:

- the agreed two-year programme with HMCTS and the work conducted to date;
- the progress of activity in response to the People Survey including an update on the Dignity at Work ambassadors and planned 'pulse' survey; and
- provided an oral 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.
- 3.2 Noel Lloyd reported back on the Digital Board meeting from 17 April 2019 and gave an update on the progress of the JAC Digital Strategy including the progress on Designated Civil Judge as the first exercise run off JARS. NL also provided an update on the next stages of development of the JAC Digital Platform and the proposed resource required to bring the Digital Team to full capacity. NL advised that an update was received from the user researcher with work continuing to progress on analysing that research.
- 3.3 Fiona Monk reported back on the Audit and Risk Committee (ARC) held on 25 April 2019 which was the first meeting chaired by JF. FM advised the Board that ARC reviewed the corporate risk register and was content with the assessment of each risk as at the end of the reporting year.
- 3.4 FM informed the Board that the Government Internal Audit Agency presented their annual report to ARC, explaining their finding of an overall rating of 'Substantial' compliance, the highest rating available. FM also reported that the National Audit Office identified no areas of concern during their interim audit and that the NAO's final audit is currently underway and going well.

4. Chairman's Report

- 4.1 The Chairman reported on his activities since the April Board meeting. He reported that he had met with the Lord Chancellor and Lord Chief Justice for a regular quarterly tri-lateral meeting and attended an introductory meeting with the new Chair of the Legal Services Board. The Chairman reported that he had recently observed interviews for the High Court exercise and participated in the ongoing recruitment for two JAC Lay Commissioners.
- 4.2 The Chairman invited Commissioners to update the Board on any outreach activities in which they had been engaged since the last meeting. Anuja Dhir reported that she had participated in a recent panel event celebrating 100 years of women in law and Brie Stevens-Hoare reported that she had authored an article for a legal publication highlighting the importance of appointment on merit.

5. Review of Quality Assurance

- 5.1 The Chief Executive presented a paper outlining a new approach to quality assurance of the JAC selection process.
- 5.2 The Board was advised that the introduction of Panel Executives had positively impacted the quality assurance of the selection exercise process. A review of the process had been conducted and in consideration of those findings, the Board was asked to consider an improved approach to the quality assurance of selection processes to be delivered through a revised and more integrated approach across all exercises.
- 5.3 Following discussion, the Board agreed to the proposal to implement the learning from the Panel Executive role and approved the arrangements outlined in the paper. The Board requested an update once the new process had been embedded.

6. Proposed revision to the moderation process

- 6.1 The Senior Selection Policy Advisor presented a paper proposing the piloting of an alternative approach to moderation in large selection exercises in order to enhance the efficiency and effectiveness of the process.
- 6.2 The Board was asked to approve a proposal to send panel reports electronically to paired panel chairs and for moderation discussions to be held remotely via phone, Skype or email.
- 6.3 The Board was assured that the level of scrutiny would be maintained by early pairing of panel chairs.
- 6.4 The Board considered and approved the proposal to pilot the new process on the basis that the Board would receive a full evaluation report in due course.

7. Evaluation of feedback pilots

- 7.1 The Senior Selection Policy Advisor presented a paper on the evaluation of three feedback pilots at different stages of the selection process as agreed by the Board in May 2018.
- 7.2 The Board noted the findings of the evaluation and was supportive of the proposals set out within the paper, emphasising the need to ensure that the quality of feedback to candidates continues to be monitored.
- 7.3 The Board agreed to the recommendations set out within the paper.

8. Communications and Engagement Strategy 2019-22

8.1 The Head of Engagement and Diversity presented a paper on the new JAC Communications and Engagement Strategy.

8.2 The Board was asked to consider the new, longer term strategy that reflected the findings of the outreach review conducted in late 2018 and was intended to align more holistically with the priorities of the Business Plan 2019-20.

8.5 The Board approved the strategy for implementation and internal publication as proposed in the paper.

9. 2020 Board and SCC dates

9.1 The Board was asked to consider the proposed dates for the 2020 Board meetings and Selection and Character meetings.

9.2 The Board noted and agreed the proposed dates.

10. Forward Look and AOB

10.1 The Board noted the Forward Look and the Chairman confirmed the next Board meeting would be held on 13 June 2019.

10.2 This concluded the business of the Board.