

**JUDICIAL APPOINTMENTS COMMISSION (JAC) MEETING
14 December 2017
Minutes of Meeting**

Present	
Commissioners	Staff
Ajay Kakkar (Chairman) Philippa Whipple Usha Karu Noel Lloyd Alexandra Marks Valerie Strachan Phillip Sycamore Fiona Monk Andrew Kennon Mathangi Asokan Emir Feisal Simon Wessely	Chief Executive Head of Strategy and Policy Head of Operations Head of Secretariat Head of Judicial Statistics Head of Senior and International Appointments Senior Selection Exercise Managers

1. Apologies and matters arising

1.1 Apologies were received from Jane Furniss, Martin Forde and Anne Rafferty.

1.2 The minutes of the 9 November meeting were agreed, with a minor change made at para. 7.3.

2. Chief Executive's Report and Management Information Pack

2.1 The Chief Executive reported on:

- JAC finances;
- the progress made on delivering the People Plan;
- the progress of current exercises and recommendations accepted by the Lord Chief Justice; and
- current staffing levels at the JAC.

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 from the JARS Programme Board Meeting held on 22 November. He reported that Convivio's contract would be renewed until April 2019 to support the rebuild and ongoing maintenance of the JARS system. He also reported that Wunder had not admitted liability for the damages claim following the JARS failure, and that Ministry of Justice officials would meet with the company in January.

3.3 The Head of Operations reported back from the Advisory Group held on 29 November. The group considered the online situational judgement test for the exercise to select Fee Paid Disability Member, First-tier Tribunal Social Entitlement Chamber. The group also considered the situational testing for selection day interviews for High Court Judge; Chamber President of the First-tier Tribunal, General Regulatory Chamber; Fee Paid and Salaried Judges of the Upper Tribunal, Tax and Chancery Chamber; Salaried Surveyor and Upper Tribunal Lands Chamber.

4. Chairman's Report

4.1 The Chairman reported on his activities since his last report at the November meeting. He had attended planning meetings for the Court of Appeal and President of the First Division competitions and met with the Chancery Bar Association and the Permanent Secretary of the Ministry of Justice. Finally, he reported that he had addressed a meeting of the Judicial Executive Board.

4.2 The Chairman then asked Commissioners to report on JAC-related activities they had been involved in since the last Board meeting. Philippa Whipple reported that she had attended the inaugural address of the Bar Council Chair-Elect, Andrew Walker QC on behalf of the Commission.

5. s94 Reserve List Policy

5.1 The Head of Selection Policy presented a paper outlining a minor amendment to the policy on consideration of candidates on a reserve list created under section 94 of the Constitutional Reform Act 2005, namely that the Commission should first consider appointing any remaining candidates on the reserve list from the previous competition (where these exist) when a new Vacancy Request is received, subsequently closing the list before launching the next competition.

5.2 Following discussion, the Board agreed the amendment with immediate effect.

6. Deputy District Judge 2018

6.1 The Senior Selection Exercise Team Manager presented a paper outlining high level arrangements for the forthcoming Deputy District Judge exercise.

6.2 The Board noted that there would likely be an exceptional number of vacancies for the next competition, and that a number of measures would be taken to manage the shortlisting of candidates. As with the large exercise to select Fee-paid Judges of the First-tier Tribunal, which the Board had considered in November, the number of applications anticipated limits the range of shortlisting tools that can be used. Therefore shortlisting for both exercises would be done through a multi-element qualifying test.

6.3 Following discussion, the Board agreed the high level process for the exercise. However, Commissioners noted the resource implications of another exercise of this size, in particular with regard to the number of interviews that would be required.

7. Circuit Judge 2018

7.1 The Senior Selection Exercise Team Manager presented a paper outlining plans for the forthcoming exercise to select candidates to recommend for Circuit Judge.

7.2 Commissioners noted the number of selection days due to take place in August, and discussed any further steps that could be taken to mitigate any adverse impact. Subject to further consideration of these by the team, the Board agreed the high level process planned for the exercise.

8. Review of Conflict of Interest Guidance

8.1 The Head of Secretariat presented a paper outlining minor changes to the Conflict of Interest Guidance, to further facilitate early submission of declarations of interest by Commissioners in advance of Selection and Character Committee Meetings.

8.2 Following brief discussion, the Board agreed the changes, with effect from the next SCC Meeting on 11 January 2018.

9. AOB and Date of Next Meeting

9.1 This concluded the business of the Board.

9.2 The Chairman thanked Alexandra Marks and Martin Forde for their commitment, dedication and service to the JAC, marking the end of their terms as Commissioners in early January.

9.3 The Chairman confirmed that the next Board meeting would be held on Thursday 8 February 2018.