

JUDICIAL APPOINTMENTS COMMISSION (JAC) MEETING

7 November 2019

Minutes of Board Meeting

Present	
Commissioners	Staff
Ajay Kakkar (Chairman) Anne Rafferty (Vice Chairman) Jane Furniss Brie Stevens-Hoare Andrew Kennon Simon Wessely Sarah Lee Emir Feisal Philip Sycamore Anuja Dhir Sarah Falk Sue Hoyle	Chief Executive Head of Operations and Digital Deputy Head of Operations Head of Selection Policy Head of Secretariat/Board Secretary Head of Diversity and Engagement
Apologies: Mathangi Asokan	Observers: Diversity and Engagement Officer Policy Officer

1. Apologies and matters arising

1.1 Apologies were received from Mathangi Asokan

1.2 The minutes of the 10 October 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:

- provided an update on Commissioner recruitment;
- reported on the agreed two-year programme with HMCTS and the work conducted to date;
- reminded Commissioners of pre-election guidance;
- reported on the recently launched People Survey;
- 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.

Advisory Group

3.2 Emir Feisal (EF) reported back from the Advisory Group (AG) held on 22 October 2019.

3.3 The AG considered the situational questioning for a number of upcoming exercises.

Audit and Risk Committee

3.4 Jane Furniss (JF) reported back from the Audit and Risk Committee (ARC) held on 24 October 2019 where they had reviewed the corporate risk register.

3.5 The Committee also reviewed and approved the JAC's new Counter Fraud Strategy which has now been submitted to the Cabinet Office.

3.6 JF reported that the JAC has completed all outstanding internal and external audit recommendations from 2018/19.

3.7 EF and Anuja Dhir (AD) will join the ARC as members in January 2020.

4. Chairman's Report

4.1 The Chairman reported that he is due to meet with the Lord Chief Justice later this month as well as the Senior President of Tribunals and with the Senior Presiding Judge in early December.

4.2 The Chairman also reported he will Chair the first Judicial Diversity Forum in its new format in early December.

4.3 Commissioners were invited to update the Board on any activities in which they had participated since the last meeting.

4.4 Richard Jarvis (RJ) and Philip Sycamore (PS) met with the SPT on 15 October.

4.5 Andrew Kennon (AK) attended the Employed Bar dinner on 23 October

4.6 JF, Sue Hoyle (SH), Brie Stevens-Hoare (BSH), AK and Simon Wellesley attended the Celebration of 100 years of Women in the Judiciary at the Royal Courts of Justice on 24 October.

5. Update on the Selection Tool development work programme

5.1 The Head of Selection Policy presented a progress update on the two-year programme of work that the Board agreed in October 2018 following recommendations from the independent review conducted by Work Psychology Group (WPG).

5.2 The Board were asked to note and discuss the progress made so far and to endorse the planned next steps to complete the programme of work by October 2020.

5.3 The Board recognised the progress that had been made. Following discussion, the Board agreed to the recommendations set out in the paper.

6. Options for a combined Qualifying Test (QT) in 2020-21

6.1 The Head of Selection policy presented the paper on options for a combined QT in 2020-21.

6.2 The Board was asked to agree in principle the proposed approach for 2020-21.

6.3 Following discussion, the Board agreed to the recommendations.

7. Evaluation of Recorder EMP second interview process and proposal for an alternative tie-break pilot

7.1 The Head of Diversity and Engagement presented a paper on the evaluation of the Equal Merit Provision (EMP) second interview process on the 101 Recorder exercise and a proposal for an alternative tie-break pilot.

7.2 The Board was asked to note the Recorder EMP evaluation and approve the pilot of an alternative tie-break process on future fee-paid entry-level (below Deputy High Court level), legal and non-legal exercises.

7.3 Following discussion, the Board noted the findings and approved the alternative tie-break process.

8. Digital Programme Update

8.1 The Head of Operations and Digital presented an update on phase 1 of the strategy to develop a new digital platform for the JAC and the proposed next steps for the development of the detailed plan and resource allocation for phase 2 in 2020-21.

8.2 The Board was asked to note the update on phase 1 of the digital strategy and to agree in principle the development of the detailed plan for phase 2 in 2020-21.

8.3 Following discussion, the board agreed the recommendations set out in the paper and the next steps.

8.4 The Board were invited to use the prototype site for both applicants and staff.

9. Forward Look and AOB

9.1 The Board noted the Forward Look and the Chairman confirmed the next Board meeting would be held on 12 December 2019.

9.2 This concluded the business of the Board.