

JUDICIAL APPOINTMENTS COMMISSION (JAC)

8 November 2018

Minutes of Board Meeting

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

1. Apologies and matters arising

- 1.1 Apologies were received from Emir Feisal.
- 1.2 The minutes of the 11 October 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. Presentation of research update – statistical analysis and Workplace Psychology Group (WPG) review

- 2.1 The Head of Diversity and Stakeholder Engagement presented a paper updating the Board on the proposals to share emerging research findings from the 'deep dive' statistical analysis and Work Psychology Group (WPG) review with external audiences.
- 2.2 The Board noted the content of the proposed presentation and following discussion, approved the presentation recognising that the purpose was to share initial and

emerging findings with partners so that they could be acted upon at the earliest opportunity.

3. Chairman's Report

- 3.1 The Chairman reported on his activities since his last report at the October Board meeting. He had attended a planning meeting for the Court of Appeal and President of the Queen's Bench Division competitions alongside Jane Furniss and attended the Annual Association of District Judges' Dinner. The Chairman also reported that he had met with the recently appointed CEO and Chairman of the Northern Ireland Judicial Appointments Commission (NIJAC).
- 3.2 The Chairman also reported on ongoing work with MoJ and Judiciary on the forward programme for judicial recruitment due to be discussed at the forthcoming tri-lateral meeting with the Lord Chancellor and Lord Chief Justice.
- 3.3 The Chairman invited Board members to comment on relevant activities of particular interest with which they had been involved since the last meeting. Philip Sycamore reported that he attended an event hosted by the Law Society for Solicitor Judges. Noel Lloyd attended the Legal Wales Conference which was also attended by the Lord Chief Justice. Noel Lloyd also reported that he attended the Wales Committee of the Law Society. Fiona Monk reported that she had attended an event hosted by Solicitor Higher Court Advocates as well as an event hosted by the Midlands Circuit of Women Judges. Anuja Dhir reported that she had given the keynote speech at the Annual Midlands Association of Asian Lawyers event and also attended the Diversity Conference hosted by the Asian Media Group.

4. Chief Executive's Report

- 4.1. The Chief Executive reported on:
 - The JAC finances;
 - The 2019/20 Selection Exercise Programme; and
 - Updated the Board on the future approach to a digital solution for JAC.

5. Report back from Committees and Working Groups

- 5.1 The Chairman invited Noel Lloyd to report back on the Audit and Risk Committee (“ARC”) held on 25 October 2018. He informed the Board that the ARC considered the Management Information Pack; the Corporate Risk Register, including that ARC noted the new risk emerging to cover the production of a new digital system to replace JARS; the internal and external audits and security incident reports.

Advisory Group

- 5.2 The Chairman invited Jane Furniss to report on the last Advisory Group (AG) meeting held on 31 October 2018. JF report that a new member of the AG was introduced and that the AG also welcomed Emir Feisal as the newly appointed Vice-Chair.
- 5.3 JF reported that the AG considered the draft qualifying test for the Salaried First-tier Tribunal Judges and Road User Charging Adjudicators (RUCA) exercises; the draft online scenario for the RUCA exercise; the draft situational questioning for the Fee-paid Legal Member of the Adjudication Panel, Wales; and Resident Judge, Liverpool; the draft role play for the Deputy District Judge (Magistrates’ Courts) exercise; and that the Group received an update on the recent dry run of the Recorder 2018 role play. JF advised that the AG had expressed no serious concerns with the selection tools reviewed and all suggestions were taken back to the respective drafting judges for consideration and testing on dry-runs.

6. Circuit Judge process

- 6.1 The Senior Selection Exercise Manager presented a paper outlining the plans for the forthcoming exercise to select candidates to recommend for Circuit Judge.
- 6.2 The Board noted the number of selection days due to take place in July next year and noted the proposal to provide candidates with the case study in advance to avoid the need for preparation time on the day of assessment.
- 6.3 Following discussion, the Board approved the proposed process and timetable and delegated implementation of the proposed timetable and exercise to the JAC staff.

7. Lessons learned review

- 7.1 The Chairman asked the Head of Operations to introduce the paper reviewing the individual lessons-learned from competitions in the last six months and proposals for renewal to the process.
- 7.2 Having noted the paper, the Board agreed to the recommendations proposed, including a small revision to share all feedback from candidates with Assigned Commissioners for all exercise in future.

8. AOB and date of next meeting

- 8.1 This concluded the business of the Board.
- 8.2 The Chairman confirmed the next meeting would take place on 13 December 2018.