



## **Qualifying Test Feedback Report**

**136 Fee-paid Professional Members of the First-tier Tribunal (Property Chamber) Residential Property**

**August 2019**

## **Purpose**

The purpose of this report is to provide general feedback on candidate performance in the **Fee-paid Professional Members of the First-tier Tribunal (Property Chamber) Residential Property** online qualifying test. The report describes how the Judicial Appointments Commission (JAC) developed the test and marking schedule, and how the test was structured.

Additionally, it provides information on the overall performance of candidates in the test, identifying areas where they performed well and where they performed less well. In this test candidates who scored 55% or above were invited to the next stage of the selection process.

## **Competency framework**

The test was designed to assess the following competencies:

- Exercising Judgement
- Working and Communicating with Others
- Managing Work Efficiently

The competencies were developed so that candidates could demonstrate the skills and abilities which were transferable to the role from other contexts. The specific bullet points under each competency heading were designed to reflect skills and abilities that an effective tribunal member is expected to have. This enables us to assess candidates in a fair and consistent way.

## **Development of the test**

The test and marking schedule were devised by 3 tribunal judges from different chambers who work with non-legal members.

The JAC Advisory Group, which is composed of members of the judiciary and representatives of the legal profession, offered advice and guidance during its development.

In common with all qualifying tests used by the JAC, both the test and marking schedule were subject to an extensive quality – and equality – assurance process. The effectiveness of the test was assessed by means of a dry run with a range of volunteers, none of whom were legally qualified.

As with all the material developed for this exercise, the online test was designed to assess relevant transferable skills to minimise the extent to which candidates might be advantaged or disadvantaged by their professional background.

## Structure of the test

The qualifying test was an online multiple-choice test, comprising of 20 questions lasting for 45 minutes.

All of the situations used in the questions were hypothetical and no prior knowledge of rules or procedures was required. No advance reading was required. Candidates were not being assessed on whether or not they knew the right answer based on knowledge or experience. They were assessed on their reading of a situation and their ability to judge the effectiveness of different responses.

## Marking of the test

The test was marked automatically. Each question attracted 2 marks. One mark for the most appropriate response and 1 mark for the least appropriate response. A total of 40 marks was available for this test.

In this exercise the pass mark was 55%, and all candidates scoring that percentage or higher were invited to the next selection stage. Any candidate exceeding the time allocated for the test did not have their answers scored and they did not proceed to the next stage.

The pass mark is determined by the number of candidates required for the next selection stage, which varies between different exercises depending on the number of vacancies that are to be filled.

## Distribution of marks

A total of 55 candidates completed the test within time. Answers were scored automatically and a merit list was developed based on candidates' scores.

The highest and lowest marks awarded are shown in the table below:

Test	Highest score	Lowest score
Situational Judgement Test	29/40 73% (1 candidate)	12/40 30% (1 candidate)

The test was clearly quite challenging because:

- no candidate scored the maximum possible marks
- only 1 candidate managed to score the highest mark of 73%

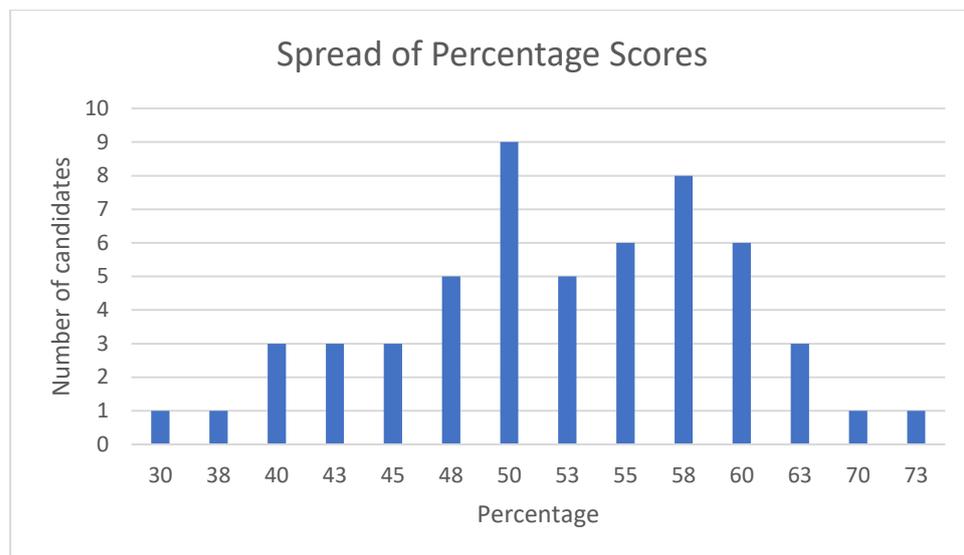
The average candidate scores were as follows:

- the lowest candidate score was equivalent to 30%
- the highest candidate score was equivalent to 70%
- the average candidate score was equivalent to 53%

Question 15 (the question about an important client wanting to meet when you are scheduled to sit on a panel) appeared to be the easiest as 93% of candidates correctly identified the most appropriate answer and 66% of candidates correctly identified the least appropriate answer.

Question 8 (the question about the admin officer who tells you that he does not trust the appellant) appeared to be the most difficult question with only 9% of candidates correctly identifying the most appropriate answer and 10% of candidates correctly identifying the least appropriate answer.

The chart below shows the spread of total percentage scores.



### **Approach to shortlisting**

When the JAC receives a vacancy request from Her Majesty's Courts and Tribunals Service confirming how many vacancies there are for a post, we calculate how many candidates we need to take to selection day (usually at a ratio of 2 or 3 candidates interviewed for each vacancy). This allows us to estimate the number of candidates we need to progress after the shortlisting stages until we reach the selection day ratio. If 2 or more candidates have the same score we will take all those candidates through, this is what we call bunching.

For this exercise we received a vacancy request to fill 11 posts. We therefore planned the selection exercise based on inviting between 22 and 33 candidates to selection day. Once we examined the bunching of scores, we decided to take 25 candidates who scored 55% or more forward to selection day, however 3 were unable to proceed due to eligibility.

### **Feedback from candidates**

After the qualifying test, candidates were invited to complete an anonymous candidate survey.

Five candidates responded to the survey. Based on the results of the candidate survey, we received the below responses.

In terms of the difficulty of the test:

- 80% of the candidates found it easy to complete the test
- 20% of the candidates found it difficult to complete the test

In terms of understanding the instructions about the qualifying test:

- 100% of the candidates found the instructions easy to understand

In terms of qualifying test enabling how to tackle daily challenges working in a non-legal tribunal:

- 80% of the candidates agreed
- 20% of the candidates disagreed

In terms of qualifying test accessibility, format, language used and topics covered:

- 100% of the candidates found the test accessible