

# JUDICIAL APPOINTMENTS COMMISSION (JAC) MEETING

12 June 2025

## Minutes of Board Meeting

<b>Present</b>	
<b>Commissioners</b>	<b>Staff</b>
Helen Pitcher (Chairman) Mark Warby (Vice Chair) Nicolina Andall Noel Arnold Christopher Bones Tom Cross Sue Hoyle Uchechi Igbokwe Tanweer Ikram Adam Johnson Clare McGlynn Barry Morgan	Chief Executive Deputy Chief Executive/ Head of Strategy and Policy Head of Operations and Digital Head of Corporate Services Head of Operational Delivery Head of Senior Appointments Head of Diversity, Engagement and Communications Head of Selection Policy Senior Policy Advisor Selection Exercise Manager Head of Secretariat Secretariat Manager Senior Executive Assistant Secretariat Support Officer

### 1. Apologies and matters arising

- 1.1. The minutes of the 10 April 2025 meeting were agreed.
- 1.2. No apologies were received.

### 2. Chief Executive's Report and Management Information Pack

- 2.1. The Chief Executive provided an update on:
  - the 2025/26 budget allocation.
  - the 2025/26 Judicial recruitment programme.
  - performance against the 2025-26 Business Plan.
  - an update on complaints and ongoing litigation (legally privileged).

### 3. Report back from Working Groups

- 3.1. The Chairman asked Commissioners to report back on recent meetings of committees and working groups.

#### Advisory Group

- 3.2. Sue Hoyle reported back on the Advisory Group meetings which took place on 15 April and 3 June.

At its meeting **on 15 April**, the Group:

- Considered the Role Play for Recorder
- Considered the Situational Questions for Lay Members of the First-tier Tribunal (Property Chamber) Residential Property, for Valuer Members and Valuer Chairs of the First-tier Tribunal, Property Tribunal and for Specialist Civil Circuit Judge
- Considered the Situational Questions and Strategic Leadership Question for Senior Circuit Judge, Designated Family Judge and for President of the First-tier Tribunal, Social Entitlement Chamber

At its meeting **on 3 June**, the Group:

- Was informed of the outcome of the Advisory Group audit and discussed resulting amendments to the Group's Terms of Reference
- Considered the Situational Questions for Salaried Judge of the First-tier Tribunal Tax Chamber
- Considered the Situational Questions and Strategic Leadership Question for Regional Employment Judge

The Group has also considered the following **out of committee**:

- Situational Questions for District Judge
- Situational Questions for Fee-paid Vice President of the Residential Property Tribunal for Wales

### **Audit and Risk Committee**

3.3. Nicolina Andall reported back on the Audit and Risk Committee meeting which took place on 24 April.

- The Committee produced the ARC annual report which has been provided to commissioners as part of the Annual Assurance process
- The Committee reviewed the corporate risk register and was content with the position of each risk as at the end of the reporting year.
- The Committee also reviewed a paper on the 'Confidence in the Selection Process' risk, presented by Head of Selection Policy.

- The Committee reviewed the draft financial statements following the end of the Financial Year.
- The Government Internal Audit Agency provided an overview of the delivery of their audit plan for the past year.

### **Welsh Matters Committee**

3.4. Barry Morgan reported back on the Welsh Matters Committee meetings which took place on 11 April and 12 June.

- Members of the WMC considered a draft response to Sir Martin Griffiths, the Welsh Presider, regarding appointment of Judges who speak Welsh. This followed earlier correspondence, and meeting members of the WMC held with Sir Martin in autumn 2024.
- Members of the WMC also considered an updated draft of a memorandum of understanding which was to accompany the response to Sir Martin, and invite his comments.
- The Committee viewed an early stage 'mock up' of potential new layout for a 'Welsh Language Section of the JAC website
- The Committee received an update on progress from the action register and also considered exercises with Welsh posts currently in progress.
- Approved the draft Welsh Language Scheme Monitoring Report for 2024/25
- Considered a consultation response to the consultation on the draft Senedd Disqualification Order

### **Digital Board**

3.5. Christopher Bones reported back on the Digital Board meeting which took place on 11 June 2025.

- Discussed the ongoing management of risks around cybersecurity and information management.
- Reviewed progress against the new Digital Roadmap..
- Welcomed Noel Arnold as a new commissioner on the Digital Board.

#### **4. Chairman's Report**

4.1. The Chairman reported back on the following:

- The Chairman attended the High Court Panel Briefing event on 6 May
- The Chairman took part in the JAC High Court Selection Days on 12-16 May and 2-6 June
- The Chairman met with the CILEX President on 20 May
- The Chairman met with The Lady Chief Justice on 20 May
- The Chairman took part in the Senior President of Tribunals interviews on 22 May

4.2. Commissioners report back on the following:

- Tan Ikram took part in a JAC discussion with the Chief Justice of Nepal and their delegation, explaining JAC processes and policy
- Sue Hoyle took part in the Western Circuit Women's Forum, in the "Ask a Judge Webinar"

#### **5. Complaints & Feedback Report 2024/25**

5.1. The Head of Corporate Services presented a report on Complaints and Feedback in 2024/25 for information.

5.2. The Board noted the report and its findings.

#### **6. JAC Annual Report**

6.1. The Head of Diversity, Engagement and Communications presented a draft version of the JAC Annual Report.

6.2. The Board noted and agreed the proposed JAC Annual Report.

#### **7. Statutory Consultation – Decision on Exercises**

7.1. The Senior Policy Advisor presented the proposed approach to Statutory Consultation for exercises due to launch from October 2025 to March 2026. Direction from the Board was requested for two exercises.

7.2. The Board noted and approved the proposals. The Board provided its direction for the two identified exercises.

## **8. Advisory Group Internal Audit and Terms of Reference**

- 8.1. The Senior Policy Advisor presented the internal audit report on the Advisory Group and revised Terms of Reference.
- 8.2. The Board noted and approved the recommendations.

## **9. Commissioner Guidance for External Information on Candidates**

- 9.1. The Head of Secretariat presented draft guidance regarding Commissioner's handling of information.
- 9.2. The Board approved the guidance subject to minor amendments.

## **10. Process Paper – 00269 Fee-paid Judge of the First-tier Tribunal, Property Chamber**

- 10.1. The Selection Exercise Manager presented the paper on the selection process for the Fee-paid Judge of the First-tier Tribunal, Property Chamber exercise.
- 10.2. The Board noted and agreed to the proposals.

## **11. Forward Look and AOB**

- 11.1. The Board noted the 2025 Forward Look, and the Chairman confirmed the next Board meeting will be held on 10 July 2025.

This concluded the business of the Board.