

JUDICIAL APPOINTMENTS COMMISSION (JAC) MEETING

13 July 2023

Minutes of Board Meeting

Present	
Commissioners	Staff
Helen Pitcher (Chair)	Chief Executive
Mark Warby (Vice Chair)	Head of Operations and Digital
Mathangi Asokan	Head of Diversity and Engagement
Anuja Dhir	Head of Selection Policy
Emir Feisal	Head of Senior Appointments
Jane Furniss	Head of Secretariat/Board Secretary
Brie Stevens-Hoare	Senior Policy Advisor
Sue Hoyle	Selection Exercise Manager
Adam Johnson	
Andrew Kennon	
Sarah Lee	
Barry Morgan	
Greg Sinfeld	
Simon Wessely	
Apologies	

1. Apologies and matters arising

- 1.1. The minutes of the 15 June 2023 meeting were agreed.
- 1.2. The Chairman welcomed the new Vice-Chair, Mark Warby to his first board meeting.

2. Chief Executive's Report and Management Information Pack

2.1. The Chief Executive:

- Provided an update on the 2023/24 budget allocation;
- provided an update on the 2023-24 Judicial recruitment programme; and
- provided a legally privileged update on ongoing litigation.

3. Report back from Committees and Working Groups

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

Advisory Group

3.2. Sue Hoyle reported back from the Advisory Group (AG) meeting which was held on 4 July.

3.3. The Advisory Group reviewed:

- The Scenario test for Recorder
- The qualifying test for Fee-paid Chair of the Police Appeals Tribunal
- The Situational questions for:
 - Senior Members of the Valuation Tribunal for England
 - Salaried Judge of the Upper Tribunal (Tax and Chancery) and Salaried Judge of the First-tier Tribunal (Tax)
 - Salaried Judge of the Mental Health Review Tribunal for Wales
 - Regional Medical Member of the First-tier Tribunal (Social Entitlement Chamber)
 - Salaried Judge of the First-tier Tribunal

Audit and Risk Committee

3.4. Jane Furniss reported back from the Audit and Risk Committee meeting which took place on 29 June 2023.

3.5. The Committee reviewed the final draft of the 2022-23 Annual Report and noted the timetable for laying before Parliament. The Committee also confirmed it was content for the new Chief Executive, Alex McMurtrie, to sign-off the Annual Reports and Accounts.

3.6. Representatives of the Government Internal Audit Agency attended the meeting to formally present their 'moderate' opinion on the framework of governance, risk management and control within the JAC for 2022/23.

3.7. Representatives of the National Audit Office and Deloitte attended the meeting to present their audit completion report following the audit of the 2022-23 financial statements.

3.8. The report confirmed that no major issues had been identified during the audit and that they anticipated being able to recommend to the National Audit Office that it could certify the 2022-23 financial statements with an unqualified audit opinion.

3.9. The Committee recorded its thanks to Head of Corporate Services and the Senior Finance and Corporate Services Manager for their excellent work in supporting the Audit and Risk Committee.

3.10. The Commission recorded its thanks to Jane Furniss for her outstanding chairmanship of the Audit and Risk Committee which has now come to an end.

4. Chairman's Report

4.1. The Chairman reported back on the following:

- Her introductory meeting with the Lord Chancellor on 22 June.
- Her meeting with the Tribunals Diversity Taskforce on 22 June.
- The meeting of the Judicial Diversity Forum which she chaired on 3 July.
- Her dinner with the Association of HM District Judges on 10 July.
- The Chairman also provided an update on the ongoing Commissioner recruitment.

5. Advisory Group expansion of membership and revised terms of reference

5.1. The Senior Policy Advisor presented the proposals to expand the Advisory Group membership and, if expansion is agreed, to revise its Terms of Reference accordingly.

5.2. Following discussion, the Board agreed to expand the Advisory Group membership and to also revise the Terms of Reference.

6. High Court 2023-24 Selection Exercise Process

6.1. The Head of Senior Appointments presented the proposed selection process for the upcoming High Court selection process due to launch in October 2023.

6.2. Following discussion, the Board agreed to the proposed process.

7. District Judge Selection Process

7.1. The Senior Selection Exercise Manager presented the proposals on the selection process for District Judge due to launch on 7 September 2023.

7.2. Following discussion, the Board agreed to the process set out.

8. Board Effectiveness

8.1. The Head of Secretariat presented an update on Board Effectiveness.

8.2. The Board noted the update and agreed to the proposed next steps.

9. Forward Look and AOB

9.1. The Board noted the 2023 Forward Look and the Chairman confirmed the next Board meeting would be held on 14 September 2023

9.2. The Chairman noted her thanks to Commissioner Mathu Asokan on her final Board meeting and thanked her for her exceptional service as a Commissioner over the last six years.

9.3. This concluded the business of the Board.