

## JUDICIAL APPOINTMENTS COMMISSION (JAC) MEETING

13 March 2025

### Minutes of Board Meeting

<b>Present</b>	
<b>Commissioners</b>	<b>Staff</b>
Helen Pitcher (Chairman)	Chief Executive
Nicolina Andall	Deputy Chief Executive/ Head of Strategy and Policy
Noel Arnold	Head of Operational Delivery
Christopher Bones	Head of Selection Policy
Uchechi Igbokwe	Head of Corporate Services
Tanweer Ikram	Head of Targeted Outreach and Research
Adam Johnson	Head of Digital Delivery and Programme Office
Clare McGlynn	Head of Diversity, Engagement and Communications
Barry Morgan	Head of Analysis and Insight
Angela Rafferty	Senior Policy Advisor
Greg Sinfield	Head of Secretariat Secretariat Manager Senior Executive Assistant Secretariat Support Officer

#### 1. Apologies and matters arising

- 1.1. The minutes of the 13 February 2025 meeting were agreed.
- 1.2. Apologies were received from Mark Warby, Tom Cross and Sue Hoyle.

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

- 2.1. The Chief Executive provided an update on:

- the 2024/25 budget allocation.
- the 2024/25 Judicial recruitment programme.
- performance against the 2024-25 Business Plan.
- JAC accommodation update.
- 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.

#### Welsh Matters Committee

- 3.2. Barry Morgan reported back from the Welsh Matters Committee which met on 13 February 2025. The Welsh Matters Committee:

- Received an update regarding the progress of the ongoing review of devolved tribunals within Wales.
- Received an update on a meeting JAC officials held with the Compliance officer of the Welsh Language Commissioner.
- Considered a paper containing a proposed memorandum of understanding between the JAC and relevant business partners in relation to Welsh language assessment.

### **Audit and Risk Committee**

3.3. Nicolina Andall reported back on the Audit and Risk Committee (ARC) meeting which took place on 27 February 2025. The Committee:

- Reviewed the JAC corporate risk register and assessed its effectiveness in capturing current operational and reputational risks to the organisation.

### **Advisory Group**

3.4. Uche Igbokwe reported back on the Advisory Group meeting which took place on 5 March 2025. The Group:

- Considered the Scenario Test for Deputy District Judge.
- Considered the Situational Questions for:
  - High Court Judge
  - Lay Members, Welsh Language Tribunal
  - King's Bench Master
  - Fee-paid Appointed Person, Appeal Tribunal (for both Trade Marks and Registered and Unregistered Designs)
  - Salaried Judge of the First-tier Tribunal
- Received an update on policy issues, including the new Judicial Skills and Abilities Framework.

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

4.1. The Chairman reported back on the following:

- The Chairman met with The Lady Chief Justice on the 25<sup>th</sup> February.
- The Chairman met with Barbara Mills KC, Chair of the Bar Council on the 12<sup>th</sup> March.
- The Chairman, as well as the Commissioners, met for the Board Commissioner Dinner on 12<sup>th</sup> March

4.2. Commissioners reported back on the following.

- Adam Johnson attended an outreach seminar for the Business and Property Court for legal professionals.
- Nicolina Andall attended the annual Women in the Law Conference and gave an outreach presentation.

## **5. Information Management and Assurance**

5.1. The Head of Corporate Services presented the proposed approach for governance of information management and assurance.

5.2. The Board agreed to the proposals.

## **6. Statutory Consultation Evaluation**

6.1. The Senior Policy Advisor presented the evaluation of the changes to the operation of statutory consultation.

6.2. The Board discussed the emerging findings and agreed next steps to include discussion with Judicial Diversity Forum partners.

## **7. Candidate Grading and Assessment**

7.1. The Head of Selection Policy presented the paper on candidate grading and assessment in the instance of a candidate receiving a single 'D' grade during assessment.

7.2. The Board endorsed the update.

## **8. Review of s94 list (for 00186 Judge of the Upper Tribunal Immigration and Asylum Chamber)**

8.1. The Head of Digital Delivery and Programme Office presented the proposed approach to the s94 list for the 00186 Judge of the Upper Tribunal Immigration and Asylum Chamber.

8.2. The Board agreed to the proposals.

## **9. Two-year Evaluation of Targeted Outreach Programme**

9.1. The Head of Targeted Outreach and Research presented a paper outlining a two-year evaluation of the Targeted Outreach programme, following the re-launch of the expanded programme in April 2023.

9.2. The Board noted the update.

## **10. Forward Look and AOB**

- 10.1.The Board noted the 2025 Forward Look, and the Chairman confirmed the next Board meeting will be held on 10 April 2025.
- 10.2.The Chairman noted that the Senior President of Tribunals would be a guest at the April Board.

This concluded the business of the Board.