

JUDICIAL APPOINTMENTS COMMISSION (JAC) MEETING

11 May 2023

Minutes of Board Meeting

Present	
Commissioners	Staff
Helen Pitcher (Chair)	Chief Executive
Adam Johnson (interim Vice Chair)	Deputy Chief Executive
Mathangi Asokan	Head of Operations and Digital
Anuja Dhir	Head of Operational Delivery
Emir Feisal	Head of Diversity and Engagement
Jane Furniss	Head of Selection Policy
Sue Hoyle	Head of Corporate Services
Andrew Kennon	Head of Secretariat/Board Secretary
Sarah Lee	Selection Exercise Manager
Barry Morgan	Senior Selection Exercise Manager
Greg Sinfeld	
Simon Wessely	
Apologies	Guest
Christa Christensen	The Senior President of Tribunals for Item 1
Brie Stevens-Hoare	

1. The Senior President of Tribunals: Sir Keith Lindblom

- 1.1. The Board welcomed the Senior President of Tribunals who led a discussion on the key diversity challenges within the tribunals; the work done by the tribunals' judiciary to date; and how to increase awareness and understanding of tribunals' work. The Senior President of Tribunals and the Board discussed ways in which the JAC and tribunals could continue to work together to effect positive change.

2. Apologies and matters arising

- 2.1. The minutes of the 13 April 2023 meeting were agreed.
- 2.2. Apologies were received from Christa Christensen and Brie Steven-Hoare.

3. Chief Executive's Report and Management Information Pack

- 3.1. The Chief Executive:

- provided an update on the actions under the 2023/24 Business Plan;
- provided an update on the 2023-24 recruitment programme;
- provided a legally privileged update on ongoing litigation; and
- provided an update on Commissioner recruitment.

4. Report back from Committees and Working Groups

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

Welsh Matters Committee

- 4.2. Barry Morgan reported back from the Welsh Matters Committee (WMC) which was held on 14 April.
- 4.3. The Committee considered exercises with Welsh posts currently in progress and heard an update on progress from the action register.
- 4.4. The Committee discussed the Welsh Government's proposals for devolved tribunals, for which a White Paper is scheduled for publication in June.
- 4.5. The Committee agreed to reschedule the next WMC meeting from June to July in order to consider this White Paper.
- 4.6. The Committee noted the appointment of a Welsh speaking lay panel member.

Audit and Risk Committee

- 4.7. Sarah Lee reported back from the Audit and Risk Committee (ARC) which was held on 27 April.
- 4.8. The ARC reviewed the corporate risk register and a deep dive paper on the risk around 'Confidence in the Selection Process'.
- 4.9. The ARC reviewed the draft financial statements following the end of the 2022-23 financial year.
- 4.10. The ARC received an update on all internal and external audit activity.
- 4.11. The ARC approved the draft of the Chief Executive's Governance Statement for 2022-23
- 4.12. Jane Furniss provided an update to the Board on the ARC Chair's Annual Report which provided the ARC Chair's opinion on the JAC's overall risk management, internal control and governance arrangements.

Advisory Group

4.13. Sue Hoyle reported back from the Advisory Group (AG) meeting which was held on 25 April.

4.14. The Advisory Group reviewed:

- The scenario test for:
 - Deputy District Judge (Magistrates' Court)
- The roleplay for:
 - S9(4) Deputy High Court Judge
- The situational questions for:
 - Senior Circuit Judge, Designated Civil Judge
 - President of the Adjudication Panel for Wales

- Judge of the Upper Tribunal, Administrative Appeals Chamber

5. Chair's Report

5.1 The Chair reported back on her meetings with:

- The Chair of the Legal Services Board on 26 April;
- The Judicial Appointment and Conduct Ombudsman on 27 April
- The Counsel General for Wales on 9 May;
- The Chief Executive of JUSTICE on 10 May.
- The President of the Supreme Court on 28 March;
- The Judicial Executive Board on 18 May.

5.2 The Board noted that Christa Christensen attended an in-person event in Bristol on 'Proportionality in the justice system on 27 April.

6. Recorder Selection Exercise Process

6.1 The Selection Exercise Manager presented the proposed selection process for the forthcoming Recorder exercise due to launch in June.

6.2 Following discussion, the Board agreed to the process set out in the paper.

7. Police Appeals Tribunal Selection Exercise Process

7.1 The Senior Selection Exercise Manager presented the proposed selection process for the forthcoming Police Appeals Tribunal exercise due to launch in June.

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

8. Complaints and Feedback Report 2022-23

8.1 The Head of Corporate Services presented a paper outlining the number of formal complaints and candidate feedback received in the last financial year.

8.2 The Board noted that the numbers of complaints were lower than the previous year.

8.3 The paper also provided the Board with an update in respect of ongoing litigation.

8.4 The Board noted the contents of the paper.

9. Information Assurance Training

9.1 The Head of Corporate Services presented a paper setting out the annual requirement of information assurance training.

9.2 The Board noted the contents of the paper and will confirm that they have completed the training.

10. Board Evaluation Working Group Update

- 10.1 The Head of Secretariat presented a paper setting out the proposed actions following the 2022-23 Board Effectiveness Review.
- 10.2 The Board considered the proposals put forward by the sub-group of Commissioners and agreed for the Head of Secretariat to draft an action plan.

11. Forward Look and AOB

- 11.1 The Board noted the Forward Look and the next Board meeting on 15 June.