



# Position Specification

**Judicial Appointments Commission**  
Chair



## Ministerial Foreword

I am seeking an outstanding individual with excellent leadership, engagement and communication skills and strong personal integrity to serve as Judicial Appointments Commission (JAC) Chair at an exciting and transformative moment for the justice system.

The JAC is a non-departmental public body established by the Constitutional Reform Act 2005 (CRA), which recommends candidates for judicial appointment, on merit, through fair and open competition.

Three general duties are imposed on the JAC by the CRA: (1) to select solely on merit, (2) to select people only if satisfied they are of good character, and (3) to have regard to the need to encourage diversity in the range of persons available for selection for appointments. There is an equal merit provision (EMP) which allows the JAC to prefer one candidate over another of equal merit, if that is done for the purpose of increasing judicial diversity.

I am proud that we have a world class judiciary who daily decide the most difficult and contested cases. The Chair is vital in ensuring the independence, impartiality and credibility of the process by which those judges are selected, on merit, to form the independent judiciary and who uphold the rule of law.

I am seeking to appoint a dedicated individual with the skills to promote the Commission's statutory duty to attract diverse applicants from a wide field, as well as someone who is passionate about upholding appointment on merit, judicial independence and the rule of law. I am seeking to appoint someone who will be confident in acting as the public face of the Commission and as an ambassador for its work, and who can engage and develop strong trusting relationships with Ministers, the Lady Chief Justice, the senior and wider judiciary as well as a range of other senior stakeholders in Parliament, within the legal professions and elsewhere.

As well as leading a team of 14 Commissioners and the Chief Executive to oversee delivery of the Commission's strategy and priorities, you will also sit on selection panels for the most senior and sensitive appointments.

This is both an exciting and challenging time to join the Commission. There is great interest in how judges are selected and there will continue to be a high volume of judicial recruitment over the next few years. The Commission will need to think innovatively about how to meet the recruitment needs of our world class judiciary to support our modern and evolving justice system. It will need a Chair who can help to drive transformative change across a complex landscape.

Information about the JAC, the role of the Chair and the skills and qualities I am looking for are set out below.

If you believe you have the experience and qualities to take on this exciting, vital and challenging role, I very much look forward to hearing from you.

**The Rt. Hon. David Lammy MP**  
**Deputy Prime Minister**  
**Lord Chancellor and Secretary of State for Justice**

## Organisation

The Judicial Appointments Commission selects candidates for judicial office in England and Wales, and for some tribunals with UK-wide powers.

The JAC's statutory duty to select people on merit, who are of good character. The JAC believes the judiciary should reflect the society it serves and aims to attract diverse applicants from a wide field. The JAC works closely with a range of organisations to promote vacancies to all those who are eligible.

More information about the JAC can be found at: <https://judicialappointments.gov.uk>

This is a role of national constitutional significance. The Chair will be expected to bring exceptional personal authority, independence of judgement and credibility with the senior judiciary, Ministers, Parliament and the wider public.

The Chair will take up the role at a time of heightened public interest in the justice system, with significant forthcoming senior judicial appointments and increasing scrutiny of constitutional boundaries. The role offers the opportunity to safeguard and strengthen public confidence in the appointments process.

## Appointment Description

- Uphold the principles of judicial independence and the recruitment, on merit, of a high-calibre, diverse judiciary on the basis of fair and open competition.
- Be the public face of the Commission, promoting and acting as an ambassador for its work and the rule of law, and playing a leading role, in cooperation with the Lord Chief Justice and Lord Chancellor and other partners, in securing a more diverse judiciary.
- Exercise oversight of, and develop and maintain an effective partnership with, the Chief Executive. The Chair will provide expert advice, support and constructive challenge, holding the executive to account for delivering the Commission's strategy and priorities, including a high volume of judicial appointment recruitment exercises.
- Support the Chief Executive, as Accounting Officer, to ensure the Commission complies with the principles of good corporate governance and requirements for the use of public funds, and to drive efficiency and a culture of continuous improvement.
- Establish strong and constructive working relationships with the judiciary, the Lord Chancellor, Parliament, senior civil servants, the legal profession and other key stakeholders.
- Chair Commission meetings ten times per year in London, bringing their experience and judgement to bear to advise the Chief Executive on a range of important strategy, governance and policy issues. They will also attend meetings of the Selection and Character Committee.
- Support Commissioner recruitment by the Ministry of Justice, and lead, manage, motivate and appraise Commissioners.
- Lead the Commission's engagement with any Public Bodies Review of the Commission that might take place during the Chair's tenure.
- Sit on selection panels for the most senior and/or sensitive appointments alongside other Commissioners.

## Regulation of appointment

This post is regulated by the Commissioner for Public Appointments. For more information, please refer to the [Commissioner's website](#)

## Non-political nature of the role

The Chair of the Judicial Appointments Commission is a statutory office-holder and the role is strictly non-political. The independence, impartiality and integrity of the Commission are fundamental to maintaining public confidence in the judicial appointments process.

In line with the Governance Code on Public Appointments and the Judicial Appointments Commission Regulations 2013, applications will not be excluded on the basis of political activity alone. However, the Advisory Assessment Panel

and Ministers are required to consider the nature and extent of any current or past political activity when assessing a candidate's suitability for appointment.

In particular, and in accordance with Regulation 13 of the Judicial Appointments Commission Regulations 2013, the Lord Chancellor and the Lord Chief Justice (or the Senior President of Tribunals, as appropriate) must consider whether:

- the candidate has exercised functions that appear to be of a judicial nature and such as to make them inappropriate for appointment;
- any past service in a capacity listed in the Regulations appears to make the candidate inappropriate for appointment; and
- the extent of any present or past party political activity or affiliations appears to make the candidate inappropriate for appointment.

Candidates will be expected to demonstrate, through their application and at interview, their ability to exercise independent judgement, act impartially, and uphold the constitutional independence of the judiciary and the Judicial Appointments Commission.

## Person specification

### Essential criteria

Candidates will be able to demonstrate the following:

- Leadership: the ability to set strategic vision and drive forward priorities of the JAC, including acting as an ambassador for the Commission, and the development of recruitment processes which support a modern and evolving justice system.
- Communication: strong communication and interpersonal skills, with the ability to listen, accept challenge and constructively challenge others in discussions with clarity and respect, together with a personal style that demonstrates authority, integrity, discretion, trust and humility.
- Knowledge: an understanding of the judiciary, its constitutional position, relationship with other branches of Government and independence, and that of the JAC. A clear understanding of the JAC's statutory position, work, priorities and challenges and the context within which it operates including substantial knowledge or understanding of making senior appointments on merit with an appreciation of the need for diversity alongside the value of outreach and technology.
- Experience: a strong track record of delivery of senior recruitment within the private, public or voluntary sectors and ability to chair and effectively handle the relationship between the Commission and the Executive.
- Relationship building: ability to build strong stakeholder relationships, including with the senior judiciary, Ministers and senior Government officials and external stakeholders.
- Collaboration: ability to work closely with the executive, board and other key stakeholders, such as the Lady Chief Justice and Lord Chancellor, providing support, constructive challenge and assurance as appropriate.

### Appointment and tenure of office

The time commitment for this role is three days per week. Appointments are for three years, with the possibility of re-appointment for a further term, at the discretion of Ministers. Any re-appointment is subject to satisfactory annual appraisals of performance during the first term in the post. There is no automatic presumption of reappointment; each case should be considered on its own merits, taking into account a number of factors including, but not restricted to, the diversity of the current board and its balance of skills and experience. In most cases, the total time served in post will not exceed more than two terms or ten years in any one post.

### Remuneration, allowances and abatement

Remuneration for this role is £750 per day, treated as employment income and will be subject to tax and National Insurance contributions, both of which will be deducted at source under PAYE before you are paid.

You can claim reimbursement for reasonable travel, accommodation and subsistence costs which are properly and necessarily incurred on official business, in line with the travel and subsistence policy and rates for the organisation to which you are applying. However these payments are taxable as earnings and will be subject to tax and national insurance, both of which will be deducted at source under PAYE before you are paid.

## Overview of the application process

Public appointments are made on merit following a fair and open competition process which is conducted in accordance with the Governance Code for Public Appointments. We will deal with your application as quickly as possible and will keep you informed at key stages. We aim to conclude the appointment process within three months of the deadline for applications – this is in accordance with the Governance Code.

The assessment process will comprise the following stages:

### 1. Ministerial oversight

Ministers are responsible and accountable to Parliament for public appointments made within their department. Ministers must therefore be consulted at key stages of the appointment process.

### 2. Advisory Assessment Panel (AAP)

An Advisory Assessment Panel (“the Panel”) is appointed by Ministers to assist in their decision-making. The role of the Panel is to assess candidates objectively against the published criteria and to advise Ministers on which candidates are appointable.

### 3. Application review and longlisting

Following the closing date, Russell Reynolds Associates will review all applications for eligibility and alignment with the published criteria. RRA will provide the Panel with a structured assessment of applicants, including candidates identified through proactive search and those who have applied directly. The Panel will consider this assessment and agree a longlist of candidates to progress. Ministers will be consulted on the outcome of the longlisting stage.

### 4. Longlist interviews and assessment

Russell Reynolds Associates will conduct in-depth competency-based interviews with longlisted candidates to explore their experience, motivation and suitability for the role against the published criteria. The output of these interviews will be shared with the Panel to support its consideration of which candidates should be shortlisted.

### 5. Shortlisting

The Panel will assess longlisted candidates and determine which candidates best meet the criteria and should be shortlisted for final interview. Ministers will be consulted on the Panel’s recommended shortlist. Candidates who have applied under the Disability Confident Scheme and who meet all the essential criteria will be guaranteed an interview.

### 6. Due diligence and referencing

Russell Reynolds Associates will support the process by undertaking appropriate due diligence and referencing on shortlisted candidates. This will include checks relating to probity, conflicts of interest and publicly available information, alongside references. Any issues identified will be shared with the Panel and the sponsoring department for consideration.

### 7. Final interviews

The Panel will interview shortlisted candidates and determine which candidates it judges to be appointable. Interviews may include a presentation and will explore candidates’ skills, experience, judgement and independence, as well as any potential conflicts of interest.

### 8. Ministerial decision

Details of the Panel’s assessment will be provided to Ministers, including which candidates have been judged appointable. It is for Ministers to determine merit and decide who should be appointed. Ministers may choose to meet candidates before making a final decision.

### 9. Outcome and appointment

All interviewed candidates will be informed of the outcome of the process. The successful candidate will be issued with formal Terms and Conditions and a letter of appointment, subject to completion of all necessary checks and processes.

Further information about public appointments, including guidance on applying, can be found on our [guidance pages](#) on gov.uk.

## Advisory Assessment Panel

- Baroness Manningham-Buller LG (Panel Chair)
- The Rt Hon Baroness (Sue) Carr of Walton-on-the-Hill DBE, Lady Chief Justice
- The Rt Hon Lord O'Donnell GCB

Advisory Assessment Panels (AAPs) are chosen by ministers to assist them in their decision-making. These include a departmental official and an independent member. For competitions recruiting non-executive members of a board (apart from the Chair), the panel will usually include a representative from the public body concerned.

AAPs perform a number of functions, including agreeing an assessment strategy with ministers, undertaking sifting, carrying out interviews in line with the advertised criteria and deciding objectively who meets the published selection criteria for the role before recommending to ministers which candidates they find appointable. It is then for the minister to decide who to appoint to the role.

As part of its assessment, the Panel will consider any declared political activity in accordance with the Governance Code and the Judicial Appointments Commission Regulations 2013, and advise Ministers accordingly.

## Pre-appointment scrutiny

Pre-appointment scrutiny by select committees is an important part of the process for some of the most significant public appointments made by Ministers. It is designed to provide an added level of scrutiny to verify that the recruitment meets the principles set out in the Governance Code on Public Appointments. This scrutiny may involve the relevant select committee requesting and reviewing information from the Department and the Minister's preferred candidate. The select committee may also choose to hold a pre-appointment hearing.

If you are confirmed as the government's preferred candidate for this role, the department will be in touch to confirm next steps. In most cases your name and CV will be provided to the relevant select committee in advance of the hearing. Following a date being agreed for a pre-appointment hearing with the committee you will be asked to complete a questionnaire in advance of that. Following the hearing, the government will review and respond to the Committee's report before confirming the appointment.

Full information can be found in the Cabinet Office's guidance [here](#).

## Eligibility criteria

The Chair must be a lay member; a person resident in England or Wales who has never held any judicial office; cannot have ever been a practising lawyer; and cannot be employed in the Civil Service of the State. In general, you should have the right to work in the UK to be eligible to apply for a public appointment.

There are a small number of specialist roles that are not open to non-British citizens. Any nationality requirements will be specified in the vacancy details.

The Government expects all holders of public office to work to the highest personal and professional standards.

You cannot be considered for a public appointment if:

- you are disqualified from acting as a company director (under the Company Directors Disqualification Act 1986);
- have an unspent conviction on your criminal record;
- your estate has been sequestrated in Scotland or you enter into a debt arrangement programme under Part 1 of the Debt Arrangement and Attachment (Scotland) Act 2002 (asp 17) as the debtor or have, under Scots law, granted a trust deed for creditors.

When you apply, you should declare if:

- you are, or have been, bankrupt or you have made an arrangement with a creditor at any point, including the dates of this
- you are subject to a current police investigation.

You must inform the sponsor department if, during the application process, your circumstances change in respect of any of the above points.

When you apply you should also declare any relevant interests, highlighting any that you think may call into question your ability to properly discharge the responsibilities of the role you are applying for. You should also declare any other matters which may mean you may not be able to meet the requirements of the [Code of Conduct of Board Members](#) (see Outside interests and reputational issues section below)

## Security clearance

The successful candidate will be required to undertake Baseline Personnel Security Standard checks in line with the Civil Service guidelines. Additional Security Clearance may also be required for certain roles. However, where this applies, candidates will be notified during the appointment process. Further information on National Security Vetting can be found on the Gov.uk website [here](#).

## Equality and diversity

We encourage applications from talented individuals from all backgrounds and across the whole of the United Kingdom. Boards of public bodies are most effective when they reflect the diversity of views of the society they serve and this is an important part of the Government's levelling up agenda.

We collect data about applicants' characteristics and backgrounds, including information about people's educational and professional backgrounds, so that we can make sure we are attracting a broad range of people to these roles and that our selection processes are fair for everyone. Without this information, it makes it difficult to see if our outreach is working, if the application process is having an unfair impact on certain groups and whether changes are making a positive difference.

When you submit your application, your responses are collected by the Cabinet Office and the government department(s) managing your application. The data is used to produce management information about the diversity of applicants. You can select "prefer not to say" to any question you do not wish to answer. The information you provide will not be seen by the Advisory Assessment Panel who review applications against the advertised criteria and conduct interviews.

## Disability confident

We are a member of the Government's Disability Confident scheme. We use the Disability Confident scheme symbol, along with other like-minded employers, to show our commitment to good practice in employing people with a disability. The scheme helps recruit and retain disabled people. As part of implementing the scheme, we guarantee an interview for anyone with a disability whose application meets the essential criteria for the role, set out in the advert, and who has asked that their application is considered under the scheme. Indicating that you wish your application to be considered under the scheme will in no way prejudice your application. By 'essential criteria', we mean that you must provide evidence which demonstrates that you meet the level of competence required under each of the essential criteria, as set out in person specification. **If you would like your application to be considered under this scheme please use the following link to register: [Judicial Appointments Commission](#)**

## Reasonable adjustments

We are committed to making reasonable adjustments to make sure applicants with disabilities, physical or mental health conditions, or other needs are not substantially disadvantaged when applying for public appointments. This can include changing the recruitment process to enable people who wish to apply to do so.

Some examples of common changes are:

- ensuring that application forms are available in different or accessible formats
- making adaptations to interview locations
- allowing candidates to present their skills and experience in a different way
- giving additional detailed information on the selection/interview process in advance to allow candidates time to prepare themselves

- allowing support workers, for example sign language interpreters
- making provision for support animals to attend.

When you apply you will have the opportunity to request reasonable adjustments to the application process.

## How to Apply

The recruitment process is being undertaken by Russell Reynolds Associates on behalf of the Judicial Appointments Commission. The closing date for applications is **23:59 GMT on Sunday 1<sup>st</sup> March 2026**. Please submit your full application by email to [responses@russellreynolds.com](mailto:responses@russellreynolds.com) using reference number **2601-092L** in the subject line of the email.

### Your submission should include:

- A **CV** setting out your career history, with key responsibilities and achievements. Please ensure you have provided reasons for any gaps within the last two years.
- A **Statement of Suitability** (no longer than two pages) explaining how you consider your personal skills, qualities and experience provide evidence of your suitability for the role.
- **Diversity Monitoring and Declaration of Interests Form** – [available here](#). Please note the information you provide will help support monitoring the Civil Service recruitment processes to ensure they are fair to all and allow us to attract diverse and talented candidates. The diversity data in this section is collated in aggregate and will not be disclosed to anyone involved in assessing your application.

### Timeline

An indicative timeline is shared below, please note this may be subject to change:

Milestone	Date
Closing date for applications	1 <sup>st</sup> March
<i>Presentation of prospective candidates to agree longlist</i>	w/c 9 March
RRA conducts in-depth interviews with longlisted candidates	16 March – 3 April
<i>Presentation of prospective candidates to agree shortlist</i>	w/c 6 April
Informal conversations with relevant stakeholders	13 April – 24 April
Final panel Interviews	w/c 27 April
Informal meetings with Ministers may be conducted in addition to meetings referenced above	to be confirmed

Should you wish to speak with someone before submitting an application, please contact [responses@russellreynolds.com](mailto:responses@russellreynolds.com) in the first instance, quoting reference number **2601-092L**.

## Appendix I

### Principles of public life

The [Seven Principles of Public Life](#) (also known as the Nolan Principles) apply to anyone who works as a public office-holder.

#### 1. Selflessness

Holders of public office should act solely in terms of the public interest.

#### 2. Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

#### 3. Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

#### 4. Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

#### 5. Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

#### 6. Honesty

Holders of public office should be truthful.

#### 7. Leadership

Holders of public office should exhibit these principles in their own behaviour and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.

### Code of conduct for board members

The Government expects all holders of public office to work to the highest personal and professional standards. In support of this, all non-executive board members of UK public bodies must abide by the principles set out in the [Code of Conduct for Board Members of Public Bodies](#). The Code sets out the standards expected from those who serve on the boards of UK public bodies and will form part of your terms and conditions of appointment.

### Management of outside interests and consideration of reputational issues

Holders of public office are expected to adhere and uphold the Seven Principles of Public Life and the Code of Conduct for Board Members of Public Bodies. Before you apply you should consider carefully:

- any outside interests that you may have, such as shares you may hold in a company providing services to government
- any possible reputational issues arising from your past actions or public statements that you have made
- and/or - any political roles you hold or political campaigns you have supported which may call into question your ability to do the role you are applying for.

You will need to answer relevant questions in relation to these points when making an application. Many conflicts of interest can be satisfactorily resolved and declaring a potential conflict does not prevent you from being interviewed. If you are shortlisted for an interview, the panel will discuss any potential conflicts with you during that interview, including any proposals you may have to mitigate them and record that in their advice to ministers. Alongside your own declaration, we will conduct appropriate checks, as part of which we will consider anything in the public domain related to your conduct or professional capacity. This may include searches of previous public statements and social media, blogs or any other publicly available information. The successful candidate(s) may be required to give up any conflicting interests and their other business and financial interests may be published in line with organisational policies.

Details of declared political activity will be published when the appointment is announced, as required by the Governance Code (political activity is not a bar to appointment, but must be declared).

## **Status of appointment**

As this is an office holder appointment, you will not become a member of the Civil Service. You will not be subject to the provisions of employment law.

## **Pension and redundancy**

This is an office holder appointment and does not attract any benefits under any Civil Service Pension Scheme. You will not be eligible for redundancy pay as you are not an employee. No other arrangements have been made for compensation upon the end of your term of appointment because an office holder who is appointed for a limited duration would have no expectation of serving beyond that period.

## **Application feedback**

We will notify you of the status of your application. We regret that we are only able to offer detailed feedback to candidates who have been unsuccessful at the interview stage.

## **How to complain**

We aim to process all applications as quickly as possible and to treat all applicants with courtesy.

Please contact the Ministry of Justice public appointments team in the first instance if you would like to make a complaint regarding your application at [publicappointmentsteam@justice.gov.uk](mailto:publicappointmentsteam@justice.gov.uk). They will acknowledge your complaint upon receipt and respond within 15 working days.

## **How to complain to Office of the Commissioner for Public Appointments (OCPA)**

If you are not content with the appointing department's response you may wish to further complain to the Commissioner at [publicappointments@csc.gov.uk](mailto:publicappointments@csc.gov.uk). Further information on how the Commissioner handles complaints can be found on the Commissioner for Public Appointments' website:

<https://publicappointmentscommissioner.independent.gov.uk/regulating-appointments/investigating-complaints/>

## **Data protection**

The Cabinet Office will use your data in line with our [privacy policy](#).

Privacy Notice: Public Appointments The Ministry of Justice (MoJ) is committed to the protection and security of your personal information. It is important that you read this notice so that you are aware of how and why we are using such information. This privacy notice describes how we collect and use personal information during and after your relationship with us, in accordance with data protection law. MoJ is the data controller for the personal data used for the purposes of making public appointments. The type of personal data we process We currently collect and use the following information: Name; Contact details; Employment history and qualifications Curriculum vitae and other background information relevant to your application, including sift and interview assessments made by the advisory assessment panel; Information you provide on interests relevant to the role you are applying for; Political activity; · Health information as required to facilitate access and participation in events (e.g. venue access and dietary requirements). · Due Diligence checks; As part of the recruitment process, for those candidates being invited to interview, the Department will undertake due diligence checks to assess their suitability for the role, including (alongside consideration of their own declaration of relevant interests) evidence of their conduct and/or professional capacity as demonstrated by information about them in the public domain. How we get your personal data and why we have it We receive most of your personal data through your application and declaration form. We also gather personal information indirectly, from various sources as part of the due diligence checks. This will include, for examples: your public social media activity, including searches on sites such as LinkedIn, X (formerly Twitter), Facebook Searches for any relevant news stories The Electoral Register (<http://search.electoralcommission.org.uk/>) · Companies House (<https://beta.companieshouse.gov.uk/>) · The Insolvency Register website (<https://www.gov.uk/search-bankruptcy-insolvency-register>) In submitting your application you acknowledge that such due diligence will be undertaken in respect of you and that copies of search results may be saved, stored securely, and used as part of the recruitment process in line with this privacy notice. Processing of such data is necessary to protect the reputation of the Department. Candidates may be asked about their public profiles/search results, at interview. We process your personal data for the purposes of making public appointments in

accordance with the Governance Code on Public Appointments. More information about this work is available from the Commissioner for Public Appointments' website. Where we need to share your personal data with others, we ensure that this data sharing complies with data protection legislation. For the purposes of this work we may need to share your personal information with:

- The Cabinet Office
- The Office of the Commissioner for Public Appointments Under the UK General Data Protection Regulation (UK GDPR), the lawful basis we rely on for processing your personal information is:
- Performance of a public task. The legal bases on which the MoJ processes special categories of information you have provided, is on the basis of:
- The substantial public interest in the Secretary of State appointing suitable candidates to the role.
- substantial public interest condition.
- International Data Transfers There are no international transfers
- How we store your personal data If you are successful in an application and appointed we will hold your data for three years from date appointment ends and then delete. If you are unsuccessful in your application your data will be held for two years from end of campaign and then deleted.
- Your Rights Your right of access - You have the right to ask us for copies of your personal information.
- Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate.
- You also have the right to ask us to complete information you think is incomplete.
- Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.
- Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.
- Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.
- Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances. Depending on the lawful basis on which your personal data is being processed, not all rights will apply. You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you If you wish to exercise your data protection rights please contact: Disclosure Team Post point 10.38 102 Petty France London SW1H 9AJ [data.access@justice.gov.uk](mailto:data.access@justice.gov.uk)
- How to complain If you have any concerns