



## Civil Justice Council: 2013 - 14

**Strategic Objective: 1**

**To consider areas for improvement in the operation and delivery of the civil justice system, and to make recommendations for improvements**

| Supporting activity   | Body Responsible                    | Aim   | Target Date | Outcome   |
|---|-------------------------------------|---|-------------|---|
| To review the operation of the civil justice system, highlight problems and make recommendations for improvements | CJC Council and Executive Committee | To ensure the CJC is fulfilling its statutory role and drawing on the expertise and experience of members and other professionals | Ongoing     | To identify areas for review and to take steps to assess and report on possible reforms to improve the system |

**Strategic Objective 2**

**To establish a new Costs Committee**

| Supporting activity  | Body Responsible | Aim                    | Target Date | Outcome   |
|--|------------------|------------------------|-------------|---|
| To agree the terms of reference and membership of this new Committee with the MR and MoJ | CJC Secretariat  | To establish Committee | April 2013  | New Committee established, terms of reference agreed and members appointed. |

**Strategic Objective 3**

**To review Guideline Hourly Rates**

| Supporting activity  | Body Responsible | Aim   | Target Date | Outcome  |
|--|------------------|---|-------------|--|
| To prepare, based on proper consultation, new Guideline Hourly Rates | Costs Committee  | To conduct review of nature of Guideline Hourly Rates<br><br>To make recommendations to | April 2014  | To provide advice to the Master of the Rolls on new Guideline Hourly Rates and to establish an |

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| To provide advice on other aspects of costs, as described in its terms of reference |  | <p>MR accordingly</p> <p>To agree process for reviewing those Rates annually</p> <p>To identify issues relating to costs on which evidence-based research and guidance would be beneficial to the civil justice system</p> |  | <p>effective mechanism for annual review of the Rates</p> <p>To provide guidance in those areas</p> |
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**Strategic Objective 4**

**To continue implementing the CJC working group report on Self-Represented Litigants (SRLs) and work with the MoJ and advice sector to put in place activities that will assist SRLs**

| Supporting activity  | Body Responsible                           | Aim  | Target Date   | Outcome   |
|--|--|--|---|---|
| <p>To work towards implementing the recommendations of the report and the conclusions of the 2012 National Forum</p> <p>To work with the Government, judiciary, professions and advice sector to develop services and resources for SRLs</p> | Chair of the Working Party and Secretariat | <p>Publish SRL Guide to small claims</p> <p>Work with judiciary on producing tailored McKenzie Friends guidance for SRLs</p> <p>Work with HMCTS on review of court forms and leaflets</p> <p>Hold a National Forum in 2013</p> <p>Continue to develop regional links</p> | <p>May 2013</p> <p>April 2013</p> <p>Ongoing</p> <p>October 2013</p> <p>Ongoing</p> | <p>To better equip SRLs and professionals in obtaining effective access to the civil justice system</p> <p>To improve the accessibility and reliability of reference material</p> <p>To create better links and networks between advice and service providers</p> |

**Strategic Objective 5**

**To advise the MoJ on Costs in Defamation and Privacy proceedings**

| Supporting activity  | Body Responsible | Aim   | Target Date  | Outcome                                    |
|--|------------------|---|--------------|--|
| <p>To identify whether there are meritorious actions for defamation and privacy that could not properly be brought or defended without some form of costs protection;</p> <p>If so identified, to advise - (i) in which types of cases (or stages of cases) some form of</p> | Working Party    | To advise the Lord Chancellor on costs issues and options in defamation and privacy proceedings | 1 April 2013 | Recommendations issued to Lord Chancellor. |

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| costs protection should apply; and<br><br>(ii) what options for costs protection might be considered, with their advantages and disadvantages. |  |  |  |  |
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**Strategic Objective 6**

**To call for evidence, as recommended in the Leveson Inquiry report, on the level of damages that should be awarded in defamation and privacy cases**

| Supporting activity   | Body Responsible         | Aim  | Target Date | Outcome   |
|---|--------------------------|--|-------------|---|
| To agree on the membership and terms of reference for a small Working Group<br><br>To prepare and conduct a call for evidence and report to the Lord Chancellor | CJC<br><br>Working Group | To agree a series of questions for use in consultation process<br><br>To carry out that consultation in line with Government guidelines<br><br>To assess the evidence produced by the consultation and agree a series of recommendations | 31 Oct 2013 | Recommendations issued to Lord Chancellor and the judiciary on the appropriate level of damages for distress in privacy, breach of confidence and data protection cases |

**Strategic Objective 7**

**To respond to Government and other consultation papers that affect the civil justice system**

| Supporting activity  | Body Responsible   | Aim   | Target Date | Outcome  |
|--|--------------------|---|-------------|--|
| To respond to all relevant MoJ and other departments' consultation papers relating to the civil justice system<br><br>To review other consultation papers affecting civil justice, e.g. on consumer or housing law | CJC<br>Secretariat | To seek advice from members to co-ordinate suitable and representative consultation responses | Varied      | To ensure that the CJC contributes to civil justice policy and decision making by adding expert views on proposals and their impact on civil justice |

**Strategic Objective 8**

**To review and report on ADR training in further education institutions. (This is a collaborative project with the Civil Mediation Council and the Chartered Institute of Arbitrators.)**

| Supporting activity | Body Responsible | Aim | Target Date | Outcome |
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|--|---------------|--|--------------|--|
| To review and report on ADR training in further education institutions | Working party | To oversee research project and report findings to the Council | October 2013 | Gather evidence regarding the provision of existing ADR training to further education institutions to help inform debate in the profession and by Government of standards of ADR provision |
| To agree a programme of work based on the report's findings            |               |  |              |  |

**Strategic Objective 9**

**To prepare the CJC for, and assist with, the Triennial Review of the Council**

| Supporting activity  | Body Responsible | Aim  | Target Date                   | Outcome  |
|--|------------------|--|-------------------------------|--|
| To ensure that the CJC is able to provide up-to-date information concerning its programme of activities, demonstrating the nature of the role it plays in keeping the civil justice system under effective review. | CJC Secretariat  | To prepare and implement a business plan and budget<br>To ensure CJC governance arrangements are effective<br>To put in place a plan to prepare for the review | To be completed by April 2014 | Provision of an effective, detailed, response to the Triennial Review. |

**Strategic Objective 10**

**To improve communications and outreach work to promote the work of the Council and to engage effectively with other bodies in the Civil justice system**

| Supporting activity   | Body Responsible                | Aim   | Target Date                                 | Outcome   |
|---|---------------------------------|---|---|---|
| To improve the CJC web content<br>To undertake engagement activities to promote and encourage access to the CJC | Secretariat and Council Members | To put together a communications plan.<br>To implement that plan, in order to raise profile of Council and increase stakeholder engagement<br>To ensure web content is clearly laid out and kept up-to-date.<br>To publish Annual Report 2013/14. | April 2013<br>October 2013<br>December 2013 | Increased Council efficacy through increased visibility of the work which it is doing, in particular in relation to objective 1 |

**Strategic Objective 11**

**To provide Secretariat support for the work of the Council**

| <b>Supporting activity</b>   | <b>Body Responsible</b> | <b>Aim</b>   | <b>Target Date</b> | <b>Outcome</b>  |
|--|-------------------------|--|--------------------|---|
| To ensure that the Council works in line with the guidelines for public bodies | Secretariat             | To follow guidelines for recruitment and appraisal | Ongoing            | To comply with the guidelines of the Office for the Commissioner of Public Appointments |