



# The Civil Justice Council

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## Annual report

2011-12

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# Foreword

By Lord Neuberger (Master of the Rolls 2010-12)

Since my last foreword in 2010, the Civil Justice Council (CJC) has faced significant challenges not least due to constant changes and reforms in the civil justice system. It has also undergone a number of important changes to its structure and operation, in particular during the first quarter of 2011. As part of this transformation process, I thought that it would be right to bring the Council's reporting cycle in step with financial years, rather than calendar years, in line with standard practice for non-departmental public bodies. This report therefore covers the extended period from 1 January 2011 to 31 March 2012.

During 2010, the CJC was subject to review by the government as part of its wider review of arms-length bodies. I was pleased that the decision was taken that it should continue its important work. However, in such difficult economic times, it was clear that the level of funding would be reduced significantly. As a result, radical changes were made to the CJC, including a reduction in administrative overheads, but not to the detriment of its work.

I commissioned a review of the operation of the Council to re-examine how it was operating, and how best it could perform its statutory role in keeping an overview of the civil justice system. I am indebted to my Legal Secretary, John Sorabji, for masterminding this process and doing so much to implement it.

The changes made to the CJC's structure, membership and ways of working were designed to help it focus on its key priorities. These are described in more detail in the body of the report. In view of the significant reduction to its budget, the CJC has had to take a hard-headed approach to the conferences and the research projects that it sponsors. For instance the Experts Workshop on Technical Aspects of Lord Justice Jackson's Report of Civil Litigation Costs held in October 2011 was carefully planned and relevant to its statutory remit. Indeed,

the CJC has played a critical role in supporting the government as it has prepared to implement many of the reforms in the Jackson Report. The voluntary Code of Conduct for Litigation Funders brokered by the CJC was launched in November 2011 and was another significant achievement. I pay particular tribute to the stewardship of Mike Napier CBE QC (Hons), Chair of the Working Party in bringing this work to such a successful conclusion.

As part of its duty to keep the civil justice system under review, I am particularly proud of the work that the CJC has undertaken in taking the lead in supporting individual litigants who seek civil redress in the light of changes to legal aid scheduled for April 2013. The recommendations set out in the Access to Justice for Litigants in Person Report published by the Council in November 2011 provide a blueprint for actions that should be taken to improve access to justice for such litigants as their numbers increase. I pay tribute to Robin Knowles CBE QC, Council Member and Chairman of his Working Party and its members for their work in producing such an excellent report.

The CJC is now a leaner and more focused body than, perhaps, it was in the past. In a period of reduced resources, greater focus on priorities and operational transparency are essential for effective performance of its statutory function to scrutinise the civil justice system. My tenure of office as Master of the Rolls ended in October 2012. I presided over a period of transformation, which leaves the CJC a more effective, reinvigorated body and one which has rightly earned the respect of the government, the judiciary, legal, business and advice practitioners. I am very proud of its achievements and pay tribute to its members and Secretariat all of whom have worked tirelessly to this end. I am very sorry to be leaving the role of Chairman which I have enjoyed enormously and in doing so, commend the CJC to my successor.

# Looking ahead

By Lord Dyson, Master of the Rolls and Chairman of the Civil Justice Council

I am very pleased to have taken over responsibility for the Civil Justice Council. As the new Chairman, I pay tribute to my predecessor, Lord Neuberger, for his excellent stewardship of the Council and to the commitment of its members. It is to their very great credit that the body is now in such good shape and is well-respected by the Government and many of those working in civil justice generally. It is in some areas setting the agenda for civil justice reform, as well as keeping the system under review.

Great challenges and opportunities lie ahead for the Council, and another busy twelve months is in prospect. The implementation of Lord Justice Jackson's litigation costs reforms nears completion. The Council has been to the fore in the preparatory work, and will continue to be involved up to and after April 2013.

Aside from Costs Reform, the Council will continue to play a leading role in championing the needs of self-represented litigants and those responsible for supporting them to ensure that access to justice is not diminished.

There will no doubt be other new challenges and developments that the Council will need to address, for we are in the middle of a period of great transition in civil justice.

The Council has shown that it has an invaluable part to play in ensuring that this process of change runs as smoothly as possible. I will do my best to ensure that it continues to do so and that the Council goes from strength to strength.

# 1. Overview of Activities and Issues – January 2011 – March 2012

1.1 This report covers an extended period of 15 months from January 2011 to March 2012. Until 2010, the CJC issued annual reports by calendar year. However, it decided that from 2011 reports should be produced by financial year in accordance with other Non-Departmental Departmental Bodies. During this reporting period, the CJC has undergone extensive structural and operational change. The main focus of its work has been Lord Justice Jackson's Report on the Costs of Civil Litigation.

1.2 Since its establishment under the Civil Procedure Act 1997, the CJC has performed its statutory functions through its main Council body and a network of standing committees and oversight groups. While this structure had worked well, in view of the reduction in resources and the need for more flexibility, structural and operational changes have been implemented.

1.3 The main structural changes have been the reduction in the size and composition of the Council and the re-establishment of its Executive Committee. Following a review it was agreed that its membership should be reduced from 25 to 18 with a view to making the Council more representative by reducing the number of judicial and legal representatives, while also broadening the membership by introducing a Legal Executive council member.

1.4 The CJC's existing executive committee, and oversight group structure was abolished in January 2011. A new Executive Committee was formed. This more properly reflects the diversity within the CJC's membership. This Committee meets four times a year and is chaired by the Master of the Rolls. It consists of five Council members and a representative from the Ministry of Justice. The Committee's main role is to take decisions on behalf of the full Council on management and operational issues and to provide a high-level strategic role for the Council.

1.5 The CJC's oversight groups were replaced by time-limited Working Parties set up either to review

a particular issue or draft a response to a consultation paper. A Working Party is normally chaired by a Council member. Membership is drawn from other Council members and experts in a particular field. Reports from Working Parties must be approved by the full Council before publication.

1.6 The majority of the Working Parties have concentrated on implementation of particular recommendations from Lord Justice Jackson's Report on the Costs of Civil Litigation. Other Working Parties considered access of justice for self-represented litigants affected by the Legal Aid Bill and responded to the government's Defamation Bill; both of which were very well-received by Ministry of Justice Ministers. Full details of each Working Party are set out in Chapter 3.

1.7 In September 2011, following its acceptance of Lord Justice Jackson's recommendations, the government asked the CJC to provide further advice on the implementation of three technical aspects of his report: qualified one-way cost-shifting; Part 36 offers; and Proportionality. The Working Party which was set up was chaired by Council Member, Alistair Kinley and was composed of a group of experienced lawyers, as well as claimant and defendant insurers. The Working Party's draft report was discussed at an Experts Workshop held on 31 October 2011 in London. The event was well-attended by around 100 invited practitioners in civil justice, insurance and consumer affairs, and was addressed by both the Master of the Rolls and Jonathan Djanogly, Minister of Justice. The advice provided on these three aspects was welcomed by the government as it prepared for implementation of the Jackson recommendations in April 2013.

1.8 Another success for the CJC during this period was the completion of a voluntary code of conduct for Third Party Funders and the establishment of an Association to regulate compliance. The Working Party was chaired by Michael Napier CBE QC and included representatives from Third Party Funders

Harbour, Allianz and Calunius Capital LLP. The code was the culmination of a process which was begun by the CJC in 2007 following publication of its report *Improved Access to Justice Funding Options and Proportionate Costs - The Future Funding of Litigation, Alternative Funding Structures*. The paper recommended that third party funding should be properly regulated. The Code was launched at an event held in November 2011.

1.9 Aside from its work on the Jackson Report, the CJC's main activity has been to consider access to justice for litigants-in-person or self-represented litigants; a crucial area given the impact which the withdrawal of legal aid for most civil cases under proposals in the Legal Aid, Sentencing and Punishment of Offenders Act 2012. The Working Party chaired by Robin Knowles CBE QC published

its report in November 2011, which was welcomed by government and the judiciary. A series of regional workshops was held early in 2012 to seek the views of local judiciary, lawyers and key members of the advice sector regarding implementation of some of its recommendations. A national forum is planned for later in 2012.

1.10 The CJC has also responded to a number of Government consultations over the period including 'Solving Disputes in the County Courts' and the Defamation Bill (see 2.6 above). The Working Party set up to consider the government's proposals on reforming the law on defamation was chaired by Robin Knowles CBE QC and was composed of judges and eminent media lawyers and commentators. Its report was published in June 2011.

## 2. Civil Justice Council Working Parties

### 1. Access to justice for litigants in person (self-represented litigants)

**Chair:** Robin Knowles CBE, QC – CJC Member

#### Members

The Hon Mr Justice Ross Cranston

Amanda Finlay CBE, CJC Member

Professor Dame Hazel Genn DBE

Nick Hanning, Vice President, Institute of Legal Executives; immediate past Chair, ILEX Pro Bono Forum (also a partner in RWPS, a Legal Disciplinary Practice)

Rebecca Hilsenrath, Chief Executive of LawWorks (the Solicitors Pro Bono Group)

Alison Lamb, Chief Executive of the RCJ Advice Bureau

District Judge Margaret Langley, Chair of the London Association of District Judges (also District Judge with responsibility for the Central London County Court Mediation Scheme)

Vicky Ling, Editor of the Legal Aid Handbook, member of the Law Consultancy Network (a Council member of the CJC)

Judith March (Director of the Personal Support Unit)

Rebecca Wilkie, Chief Executive of the Bar Pro Bono Unit

Peter Farr, Private Secretary to the Master of the Rolls

John Sorabji, Legal Secretary to the Master of the Rolls.

### Terms of Reference

- To consider what steps could be taken to improve access to justice for litigants in person
- To consider what steps could be taken to prepare for the possibility that the number of litigants in person will increase materially
- To focus on steps that would not require material additional financial resources
- To consider the possibilities for further development of pro bono advice and assistance for litigants in person.

### Activities

1.1. The Working Party was set up to consider the effects on individual litigants of the proposals to reduce legal aid included in the Legal Aid, Sentencing and Punishment of Offenders Bill. The CJC was concerned that this reduction would restrict access to justice for those litigants who could not afford to pay for legal representation. The group was composed of members of the judiciary, legal pro bono, and advice sectors. It consulted widely as part of its research.

1.2. The Working Party began its work in July 2011 and published its report in November 2011 which was presented to the Lord Chancellor and Lord Chief Justice. It sought to set out key practical steps which could be taken to help support individual litigants in civil disputes, which were mainly cost-neutral. Its remit was later extended, at the request of the Ministry of Justice, to look at areas which might benefit from the provision of some resource. It examined the existing provision of legal services available to litigants-in-person, including private sector and pro-bono lawyers, face-to-face and on-line advice and information provided by courts. The group was guided in its work by the framework principles set out in Lord Woolf's Report on Access to Justice published in 1996.

1.3. The main theme of its report is that litigants-in-person, or rather, self-represented litigants, need to be

considered as users the civil justice system that should have the right to access to objective transparent guidance and advice. The report made a total of 25 recommendations divided into immediate, medium and long-term. In view of the lack of additional resources, the working party concentrated on making amendments to existing provisions rather than recommending entirely new ones. Key recommendations included the simplification and rationalisation of court forms and guidance, improving access to on-line guidance and to pro bono support. The working party recognised that additional support and guidance should be available to court staff and the judiciary to deal with the increase in self-represented litigants. More generally, it argued that there needed to be improvements to public legal education to help citizens understand their rights and duties.

1.4. The working party set up a series of regional workshops to discuss implementation and identify those changes which could be made quickly. The events held at civil justice centres or courts in Birmingham, Newcastle, Manchester, Norwich and Sheffield were attended by local judges, court staff, and representatives from local Law Societies, the Bar and the advice sector. A national forum is due to be held in November 2012.

1.5. The government has responded positively to the report's recommendations, and provided some funding in successive financial years to take forward some of the recommendations.

## 2. Technical Aspects of Jackson Implementation (costs)

**Chair:** Alistair Kinley – CJC Member

### Members:

Janet Tilley – CJC Member

John Usher – CJC Member

Colin Stutt – CJC Member

Mark Harvey – CJC Member

Nicholas Bacon QC – 4 New Square

Howard Grand – Aviva

David Fisher – AXA

David Bott – (APIL President) Bott & Co

David Marshall – The Law Society

Don Clarke – (FOIL Vice President) Keoghs

Judith Gledhill – Thompsons

Hardeep Nahal – McGuireWoods

Graham Huntley – Hogan Lovells

Mandy Knowlton – Rayner Norfolk County Council

Kay Majid – Tesco plc

Kathryn Mortimer – DAS

Rocco Pirozzolo – QBE

Hilary Homfray – Birmingham City Council

### Terms of Reference

To develop practical proposals to assist the government with the implementation of secondary legislation (regulations, court rules) in the following areas:

- Qualified one-way costs shifting – typical cases and behavioural aspects
- Part 36 offers – Introduction of an additional sanction/reward
- Proportionality – content of a Practice Direction – examples of when the test should not be applied.



## Activities

**2.1** The CJC was asked by the Ministry of Justice to set up a Working Party to identify practical options for implementing Lord Justice Jackson's proposals on Qualified One-Way Costs Shifting, proportionality in civil costs and Part 36 offers. The Working Party was chaired by Alistair Kinley assisted by Nicholas Bacon QC and David Marshall of The Law Society's Civil Justice Committee.

**2.2** The Working Party was asked by the Ministry to develop realistic options and to identify the pros and cons for each area by the end of September 2011. The policy objectives outlined in the government response to its costs review consultation and the fine drafting of supporting secondary legislation were, in broad terms, outside the Working Party's remit. The Working Party met for the first time in July 2011; it split into three sub-groups to consider each issue separately. The full Working Group met on three occasions; there were additional meetings of the sub-group.

**2.3** A preliminary report of its proposals was delivered at the end of September 2011. Following this, a workshop was convened to consider the Working Party's proposals. The event was held in London in November 2011 and was attended by the Master of the Rolls (Chair of the CJC), the Justice Minister, Jonathan Djanogly MP and 100 delegates from a range of bodies working in the civil justice system. The workshop subjected the proposals to detailed analysis by experts and practitioners, representing the interests of both claimants and defendants in personal injury, commercial and defamation cases as well as other areas of civil litigation. The report from the workshop's discussions and conclusions was delivered to the Ministry.

**2.4** The work was well-received by the Ministry and the CJC has been asked to provide further advice on these areas which will be covered in the next Annual Report.

## 3. Third Party Funding

**Chair:** Michael Napier CBE, QC (Hon) – Irwin Mitchell

## Members:

Timothy Mayer – Allianz Insurance

Professor Rachael Mulheron – CJC Council Member

Susan Dunn – Harbour

Leslie Perrin – Chairman, Calunius Capital LLP

Rocco Pirozzolo – Solicitor and Legal Expenses Underwriting Manager at QBE

## Terms of Reference

- To consider responses to the CJC Consultation Paper on a voluntary Code of Conduct for Litigation Funders
- To produce a final version of the Code for Litigation Funders which third party funders would be expected to abide by

## Background

**3.1** The CJC published advice to the Lord Chancellor in *Improved Access to Justice Funding Options and Proportionate Costs - The Future Funding of Litigation, Alternative Funding Structures*. The third recommendation in that paper related to properly regulated third party funding and the CJC formed a Working Party to consider this issue further.

**3.2** Stakeholder events were held by the CJC during 2008 to consider a draft Code of Conduct for Third Party Funding; this was revised following Lord Justice Jackson's recommendations. In July 2010 the CJC opened a consultation on the Code which closed in December 2010; this included draft articles for a proposed association of third party funders. The summary of responses was published in June 2011.

## Activities

**3.3** In July 2011, the CJC established a Working Party, chaired by Mike Napier CBE QC (Hon) to consider the summary of responses and produce a final version of the Code of Conduct. In addition to the Code,

Funders were asked to finalise Articles for an Association of Third Party Funders. The Working Party consisted of representatives of Third Party Funders; in addition Duncan Campbell, CJC Member provided advice on the draft from a business perspective.

3.4 The Working Party met three times. Members decided that the draft of the Code which was consulted upon was too detailed and that a shorter version setting out the principles of conduct was required if agreement was to be reached with Third Party Funders. This was a difficult and complex task which required detailed negotiation with funders and further involvement of Lord Justice Jackson (whose Costs Review had also recommended a voluntary code). The final version of the Code was launched in November 2011 at an event held at the Royal Courts of Justice.

3.5 The voluntary Code sets out the standards of practice and behaviour for litigation funders in England and Wales. In addition to the Code, an Association of Litigation Funders of England & Wales was formed, whose members will agree to abide by the Code.

#### 4. Pre-Action Protocols (PAP)

**Chair:** His Honour Graham Jones – CJC Member

**Members:**

John Sorabji – Legal Secretary to the Master of the Rolls

David di Mambro – Barrister, Radcliffe Chambers

#### Terms of Reference

- To carry out a review of all PAPs and produce recommendations for reform.
- To examine the Jackson Report recommendations regarding PAPs.

#### Background

4.1 A CJC working party was established in November 2010 to revise the Pre-Action Protocols in the light of recommendations made by Sir Rupert Jackson in his Costs Review.

#### Activities

4.2 The Working Party first considered a draft Protocol which had been prepared by the Property Law Association and the Royal Institute of Chartered Surveyors, with input from the CJC and the Ministry of Justice. The draft Protocol was revised to render it consistent with Lord Justice Jackson's recommendations. Following consideration by both the CJC and the Civil Procedure Rule Committee, it was approved by the Master of the Rolls as a Pre-Action Protocol, covering Dilapidations cases, in January 2011. This PAP is intended to be a model for future PAPs and for the revision of the pre-existing PAPs.

4.3 Since its work on the Dilapidations Pre-Action Protocol the Working Party has revised the Practice Direction on Pre-Action Conduct, which is to be repealed. Consistently with Lord Justice Jackson's recommendation the Practice Direction has been recast as a specific Pre-Action Protocol governing personal debt claims. It has also been recast as a draft General Pre-Action Protocol. These two draft Protocols are subject to consideration by both the Judicial Steering Group and the Civil Procedure Rule Committee, not least as Lord Justice Jackson recommended that there be no General Pre-Action Protocol. It is anticipated that the Debt Protocol will come into force in the latter half of 2012, whether or not the General Pre-Action Protocol is approved for issue.

4.4 The Working Party has also undertaken a revision of a number of Pre-Action Protocols, which had been subject to updating by a previous CJC and Law Society working party. It has specifically revised the Defamation Pre-Action Protocol, the Personal Injury Pre-Action Protocol, both of which are subject to review by the Civil Procedure Rule Committee. It is anticipated that these revised Pre-Action Protocols will come into force in the latter half of 2012.

4.5 The working party anticipates completing its revisions of the remaining Pre-Action Protocols during 2013.

## 5. Predictable Damages

**Chair:** Peter Smith – CJC Member

### Members:

John Spencer – Director, Spencer Solicitors and former President of APIL

Dominic Clayden – Aviva

Martin Saunders – Defendant Insurer, Allianz

Jonathan Wheeler – Claimant Solicitor and APIL, Bolt Burdon Kemp

District Judge Nicola Harrison

District Judge Simon Middleton

### Terms of Reference

- To establish a consistent and fair calibration of all software systems used to assess general damages for pain, suffering and loss of amenity on personal injury claims up to £10,000, as recommended in Chapter 21 of the Jackson Report “Review of Civil Litigation Costs”

### Background

5.1 A Working Party was set up in 2009 to see if a quick resolution could be found to the calibration question. Unfortunately, no such resolution was possible as there were conflicting views between claimant and defendant insurer representatives on many issues which led to the process stalling.

5.2 A new Working Party was set up by the Council in April 2011 under the terms of reference set out above. The members of the Working Party were selected because of their knowledge of RTA,

Employer Liability and Public Liability claims and costs and had the confidence of their respective trade bodies.

5.3 In view of the difficulties experienced by the previous Working Party, it was decided that the stages of the project should be mapped out in advance of work. The approach was to seek agreement between the claimant and defendant representatives on the key issue of the use of court awards as the basis for calibration of the value of claims, whilst keeping the other members of the group involved in planning the next stages once agreement had been reached.

### Activities

5.4 Unfortunately, it was not possible for the Working Party members to reach a consensus on the best way to meet the Terms of Reference. Defendant insurance members objected to a recommendation which appeared likely to increase the cost of claims, even allowing for any savings which may be made. The claimant insurance members resisted the use of computer-generated damages and insisted that the basis for the calculation of damages should be that which the courts apply. In view of this it was agreed not to proceed at this time.

## 6. Alternative Dispute Resolution (ADR)

### ADR Handbook

**Chair:** Tim Wallis – Council Member

### Members:

Sir Henry Brooke

### Terms of Reference:

- To produce an ADR Handbook for publication

## Activities

6.1 The Working Party was set up in 2010 to consider the commercial viability of an ADR Handbook. A specification was prepared and discussions were held with a number of publishers. Ultimately, OUP have agreed in principle to publish the Handbook, provide a number of copies free of charge to the judiciary and support the Handbook with online resources via a website. Publication will be during 2013 on a date to be confirmed.

## ADR Education

**Chair:** Tim Wallis – Council Member

### Members:

Sir Henry Brooke

## Terms of Reference

- To carry out an empirical study of the present state of ADR education at University level and in vocational training courses

## Activities

6.2 The Working Party was set up in 2010 to oversee the project. The purpose of the research was to gather evidence on 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.

6.3 The study was delayed by the need to secure sufficient funding and recruitment of a researcher. The Civil Justice Council, Civil Mediation Council and the Chartered Institute of Arbitrators are now jointly-funding research. The full study is now expected to be completed by April 2013.

## 7. Guidance for the instruction of experts to give evidence in Civil Claims

**Chair:** John Pickering – CJC Member

### Members

Mark Harvey – Council Member solicitor and claimant representative.

Simon Margolis – Chief Executive of Premex

Dr Jan Wise – Medical Expert and BMA member

Simon Cuerden – Deloitte – Forensic Accountant at Deloitte

John Gosling – Solicitor – Commercial Litigator at Addleshaws

District Judge Robert Jordan

## Terms of Reference

- To produce updated revised guidance for consideration by the Civil Procedure Rule Committee.

## Activities

7.1 The Working Party was set up in January 2012 chaired by John Pickering. During the period of the report, it considered the existing guidance published in 2005, and commenced drafting of an amended version.

## Responses to Consultations

## 8 Social Housing

**Chair:** District Judge Robert Jordan, CJC Member

**Members:**

Caroline Hunter – Professor, York Law School

John Gallagher – Principal Solicitor, Shelter

David Watkinson – Barrister, Garden Court Chambers

Vicki Bailey – Department for Communities & Local Government

David Carter – Barrister, Arden Chambers

Derek McConnell – Principal Solicitor, South West Law

Phil Kelly – Senior Policy Manager, MOJ

**Terms of Reference**

- To respond to the Government Consultation regarding reform of the social housing system.

**Activities**

8.1 The Council Response was submitted to the Department for Communities and Local Government in April 2011.

**9. Solving Disputes in the County Courts**

**Chair:** Mark Harvey – CJC Member

**Members**

(all CJC Members)

Alistair Kinley

Janet Tilley

Tim Wallis

Dr Jane Phipps

District Judge Robert Jordan

His Honour Graham Jones

**Terms of Reference**

- To respond to the Government consultation on solving disputes in the county courts

**Activities**

9.1 The Response covered a wide range of subjects including alternative dispute resolution, prevention of cost escalation, pre-action protocols, debt enforcement and structural changes to the courts system. It was submitted to the Ministry of Justice in June 2011.

**10. Defamation Bill**

**Chairman:** Robin Knowles CBE, QC – CJC Member

**Members:**

Gideon Benaim – Schillings and The Law Society Reference Group

Desmond Browne QC – 5 Raymond Buildings

David Marshall – Senior In-house Lawyer at Which? and executive member of the Media Lawyers Association

Professor Rachael Mulheron – CJC Member

Lucy Moorman – Simons Muirhead & Burton

Joshua Rozenberg – journalist

**Terms of Reference**

- To respond to the government's Draft Defamation Bill and Consultation Paper

## Activities

10.1 The Working Party concluded that the main problem in defamation law was the potential cost of court proceedings and that the most important way of controlling this was through judicial case management. Amongst the Working Party's other recommendations were that jury trial should be restricted to specific types of cases, that there should be early judicial determination of the issue of defamatory meaning wherever possible, and that there should be a wider range of procedures and remedies available including "notice and take down" and declarations of falsity.

10.2 The Response was submitted to the Ministry of Justice in June 2011.

## 11 EU Collective Redress

**Chair:** His Honour Graham Jones – CJC Member

### Members:

John Sorabji – Legal Secretary to the Master of the Rolls

Professor Rachael Mulheron – CJC Member

Deborah Prince – CJC Member

Duncan Campbell – CJC Member

## Terms of Reference

- To respond to the EU's various ongoing consultations on the development of European collective redress mechanisms in order to ensure that they facilitate access to justice for English and Welsh litigants.

## Activities

11.1 The Response to the European Commission's Public Consultation: Towards a Coherent European Approach to Collective Redress was sent to the Commission in April 2011

## 3: CJC Members – Biographies

**The Rt. Hon. Lord (David) Neuberger of Abbotsbury** was appointed as Master of the Rolls in 2009. He was educated at Westminster School and Christ Church, Oxford University. After working at NM Rothschild & Sons 1970-73, he was called to the Bar (Lincoln's Inn) in 1974. He was made a Bencher for Lincoln's Inn in 1993.

He was appointed as a Queen's Counsel in 1987; as a Recorder in 1990; and as the Supervisory Chancery Judge for the Midland, Wales and Chester and Western Circuits in 2000. In 2004, he was appointed as a Lord Justice of Appeal, and in 2007 he was appointed as a Lord of Appeal in Ordinary (a 'Law Lord') and given a life peerage. **Ex Officio appointment.**

**Lord Justice Martin Moore-Bick** was appointed Deputy Head of Civil Justice on 1 January 2007. He was called to the Bar (Inner Temple) in 1969 and was appointed Queen's Counsel in 1986. He was appointed a High Court Judge of the Queen's Bench Division in 1995 and was Judge in charge of the Commercial Court between October 2000 and March 2002. He has been a Lord Justice of Appeal since 2005. **Ex Officio appointment.**

**Mr Justice Alistair MacDuff** was called to the Bar in 1969, became an Assistant Recorder (Midland Circuit) in 1983 and Recorder in 1997. He was appointed to the Circuit Bench in 1997, was appointed as a Deputy High Court Judge in 1998 and became Designated Civil Judge for Birmingham in 2000. He was appointed to the High Court Bench in 2008 and became a Council Member in 2009. **Membership expires: 31 January 2012.**

**His Honour Graham Jones** was until retirement in July 2005 a Senior Circuit Judge and Designated Civil Judge for South and West Wales. On retirement, he was authorised to sit as a deputy judge in the High Court and has continued to sit part-time to hear civil cases, combining this with work relating to aspects of their judicial systems in new member states of the EU. **Membership expired: 31 January 2012.**

**District Judge Robert Jordan** is a District Judge at Leeds Combined Court Centre having been appointed in 1999 and is a member of the Association of District Judges' National Committee. As a practitioner he was senior partner of Jordans solicitors practising in the heavy woollen district of Yorkshire. In 2009, he was appointed as a Recorder. **Membership expires: 31 January 2012**

**Duncan Campbell** is Legal Adviser at the CBI, handling competition policy and dispute resolution. He is a practising mediator with CEDR and LawWorks and on the panel of the Court of Appeal Mediation Scheme. He is a member of the Determinations Panel of the Pensions Regulator and the Consumer Panel of the Bar Standards Board and chairs the Adjudication Committee of the Lending Standards Board. **Membership expires: 31 December 2012.**

**Amanda Finlay CBE** was formerly a senior civil servant in the Ministry of Justice and is a Council member of Justice, a trustee of LawWorks and a public governor of Oxleas NHS Mental Health Trust. **Membership expires: 31 December 2012.**

**Mark Harvey** is the partner in charge of Harmful Products and Overseas Accidents litigation at Hugh James in Cardiff. He has obtained compensation for victims of defective consumer products including pharmaceuticals and medical devices as well as the victims of many major travel accidents of the last twenty years. He is a Fellow of the Association of Personal Injury Lawyers and a UK Governor of the American Association for Justice. **Membership expires: 31 January 2014.**

**Alistair Kinley** is Head of Policy Development at insurance law firm Berryman Lacey Mawer, where he is responsible for BLM's engagement with government departments and regulators. **Membership expires: 31 January 2015.**

**Robin Knowles CBE, QC** is a specialist in commercial and chancery matters, and dispute resolution. A former Chairman of the Commercial Bar Association, he is a deputy High Court Judge (authorised to sit in the Chancery Division and the Queen's Bench Division) as well as a Crown Court Recorder. He was awarded the CBE in 2006 for service to pro bono legal services. **Membership expires: 30th April 2015.**

**Vicky Ling** has over twenty years experience in the advice sector as an adviser, manager and currently as a management committee member of Lewisham Citizens Advice Bureaux Service. Since 1995 she has worked as a consultant on different aspects of quality management and LSC contract requirements with voluntary organisations (including Citizens Advice) and over 150 firms of solicitors. **Membership expires: 31 January 2012**

**Kate Lotts** is Head of Policy Development at Weightmans. Kate has an external facing role, keeping abreast of market developments to ensure Weightmans' products and services are up to date and relevant for their clients and to engage with key

stakeholders. **Membership expires: 14th September 2014.**

**Nicola Mackintosh** is a partner at Mackintosh Duncan solicitors, established in 1999; she is a member of the Law Society's Mental Health and Disability Committee. Nicola was Legal Aid Lawyer of the Year (Social Welfare Law) 2003. **Membership expires: 31 January 2012**

**Rachael Mulheron** is a Professor in the Department of Law, Queen Mary University of London, where she has taught since 2004. Rachael's principal field of academic research and writing concerns class action jurisprudence. Prior to her academic career, she practised as a litigation solicitor in Brisbane, Australia. **Membership expires: 30th April 2015.**

**Dr Jane Phipps** is a Debt Specialist Support Officer for Citizens Advice and provides casework support, research and training for those who advise clients in debt. Jane is currently Chair of the advice sector's County Court Issues Group, which is concerned with the issues affecting individual users of the county courts. **Membership expires: 31 December 2012**

**John Pickering** is the Managing Partner of Irwin Mitchell Solicitors, a leading national law firm. He was formerly the National Head of the Personal Injury Division. He is a personal injury and clinical negligence lawyer. **Membership expires: 30th April 2013.**

**Abigail Plenty** (MOJ) is Deputy Director of Civil Justice and Legal Services at the Ministry of Justice. **Ex Officio appointment (second half of 2011).**



**Deborah Prince** is Head of Legal Affairs at Which?, the independent organisation campaigning for consumers' rights and the publisher of Which? magazine.

Deborah's first move in-house was to Tesco where she undertook a number of roles before being appointed Head of Corporate, Commercial and Litigation. **Membership expires: 30th April 2012.**

**Patrick Reeve** (MOJ) joined the Justice Policy Directorate in March 2011 and used to head the Civil, Family and Legal Aid portfolio of work. **Ex Officio appointment (first half of 2011).**

**Peter Smith** has spent his career in the insurance industry in a number of underwriting and claims roles in the UK and abroad. Recent experience includes pioneering insurance funding solutions for collective redress actions. **Membership expires: 30th April 2015.**

**Colin Stutt** is a barrister who left private practice to join the Legal Aid Board in 1991. He was head of Funding at the Legal Services Commission with responsibility for the rules of Civil Legal Aid. **Ex Officio appointment.**

**Janet Tilley** is a solicitor and Joint Managing Partner of Colemans-ctts Solicitors specialising in claimant personal injury law with particular expertise in road traffic accident (RTA) claims. She is a former chairman of the Motor Accident Solicitors' Society (MASS). **Membership expires: 31 January 2012.**

**John Usher** is a solicitor, who works as a trade union legal consultant and occasional labour law lecturer, including at UCL. He is a Director of RTA Portal Co for the TUC. He is a member of the MoJ's Advisory Committee on Civil Costs. He has a keen interest in collective fundamental rights and freedoms, as well as access to justice. He is also an accredited mediator and a member of the Advisory Committee of Trust Mediation. **Membership expires: 31 January 2015.**

**Tim Wallis** is an independent professional mediator. He has mediated industry disputes in the insurance and personal injury sector for the Civil Justice Council. His mediation work on the Ministry of Justice's streamlined personal injury claims process has led to his appointment as Chairman of RTA Portal Co Limited, confirming him as an independent neutral trusted by both the insurance industry and personal injury solicitors. **Membership expires: 31 January 2014.**

# Annex A: Report on CJC Business Plan 1 January 2011 – 31 March 2012

## Objective 1:

Jackson Report Implementation: To develop practical proposals to assist the Ministry of Justice in implementation of technical aspects of Jackson Report

Supporting activity	Lead	Aim	Target date	Outcome
<p>To develop practical proposals to assist the MOJ with the implementation of secondary legislation (regulations, court rules) in the following areas:</p> <ul style="list-style-type: none"> <li>• Qualified one way costs shifting – atypical cases and behavioural aspects</li> <li>• Introduction of an additional sanction/reward under Part 36</li> <li>• The detail of the proportionality test – content of a Practice Direction - examples of when the test should not be applied.</li> </ul>	Chair of the Working Party	To produce a set of options papers to support MOJ in the implementation of certain aspects of the Jackson Report.	October 2011	To influence the MOJ's implementation plans to promote an effective introduction of these aspects of the Jackson Reforms. To advise and support policy developments, and to respond quickly to requests for assistance.
<p><b>Update: A report was submitted to the MOJ in September 2011. Following this, the CJC held a workshop in November 2011 attended by a range of experienced practitioners and experts to provide feedback on MoJ/CJC proposals. Following the workshop, the CJC has been asked to provide further assistance to the MOJ to develop proposals for secondary legislation.</b></p>				

**Objective 2:**

Jackson Report Implementation: To establish a predictable damages regime for personal injury claims

Supporting activity	Lead	Aim	Target date	Outcome
To examine the feasibility of establishing a predictable damages regime for personal injury damages claims as recommended in the Jackson Report.	Chair of the Working Party	To make recommendations on feasibility of predictable damages to the Council.	Council to consider and report conclusions to the Lord Chancellor July 2011	To establish a consistent and fair calibration of all software systems used to assess general damages for pain, suffering and loss of amenity on personal injury claims up to £10,000, as recommended in Chapter 21 of the Jackson Report
<b>A Working Party was set up but as agreement could not be reached on calibration of software systems between representatives of the claimant and defendant insurance bodies, work was suspended for this financial year. The position will be reviewed in the next financial year</b>				

**Objective 3:**

Jackson Report Implementation: To review and revise, as necessary, the Summary Assessment (N260) form

Supporting activity	Lead	Aim	Target date	Outcome
To examine the Jackson recommendation to reform the CPR summary assessment form, examine the feasibility of the proposed revised form and make recommendations, if appropriate, regarding the introduction of a new form.	Chair of the Working Party	The working party to make recommendations to the Council on the N260 form. Council to consider and report conclusions to the Lord Chancellor and the Civil Procedure Rule Committee.	July 2011	A form which is compliant with the recommendations in the Jackson Report.
<b>Update: Following discussion with Lord Justice Jackson, it was agreed that this work was not required.</b>				

**Objective 4:**

Jackson Report Implementation: To standardise the format of medical reports used in personal injury claims and to help improve communications between solicitors and medical experts

Supporting activity	Lead	Aim	Target date	Outcome
To examine the feasibility of: (i) a standard format for medical reports. (ii) amending the MRO agreement to allow direct communication between solicitors and medical experts instructed.	Chair of Diversity Committee	The working party to make recommendations to the Council. Council to consider and report conclusions <b>(cont next page)</b>	March 2011	A standard format for medical reports which can be used by both <b>(cont next page)</b>

Supporting activity	Lead	Aim	Target date	Outcome
To examine the feasibility of: (i) a standard format for medical reports. (ii) amending the MRO agreement to allow direct communication between solicitors and medical experts instructed.	Chair of Diversity Committee	<b>(cont from prev page)</b> to the Lord Chancellor and the Civil Procedure Rule Committee.	March 2011	<b>(cont from prev page)</b> claimant and defendant insurers. Removal barriers to direct communication between solicitors and medical experts
<b>Update: Work was delayed pending a positive outcome of the Predictable Damages Working Party. Without agreement on calibration of software systems, it was concluded that work to standardise medical reports was not relevant and did not go ahead this financial year.</b>				

**Objective 5:**

Jackson Report Implementation: Publication of an ADR Handbook for use by the judiciary and the legal profession

Supporting activity	Lead	Aim	Target date	Outcome
To compile and finalise an ADR Handbook for publication. To identify suitable publisher and secure publication.	Chair of the Working Party	Completion and publication of ADR Handbook	October 2011	Publication of a Handbook to help to ensure better and more consistent ADR services and to improve client application of the value and nature of ADR Services
<p><b>Update: While some sections of the book were completed during this period, other sections needed to be rewritten to make them compliant with recommendations included in the Jackson Report. Publication was also delayed due to personnel changes at the Oxford University Press, the potential publishers.</b></p>				

**Objective 6:**

Jackson Report Implementation: To review ADR training in further education institutions

Supporting activity	Lead	Aim	Target date	Outcome
To carry out an empirical study of the present state of ADR education at University level and in vocational training courses.	Chair of the Working Party	To oversee research project and report findings to the Council. Council to consider and make recommendations to the Lord Chancellor	March 2012	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.
<b>Update: The study was delayed by the need to secure sufficient funding and recruitment of researcher. Work is now underway.</b>				

**Objective 7:**

Jackson Report Implementation: Reform of Pre-Action Protocols

Supporting activity	Lead	Aim	Target date	Outcome
To examine the Jackson Report recommendations regarding PAPs. To carry out a review of all PAPs	Chair of the Working Party	The working party to make recommendations to the Council. Council to consider and report conclusions to the Lord Chancellor and the Civil Procedure Rule Committee.	October 2011	To promote consistency of approach in PAPs.

**Update: The starting date of the review of PAPs was delayed to await clarification of the Jackson recommendations on PAPs. Work is now underway and is expected to be completed during 2013.**



**Objective 8:**

To improve access to justice for litigants in person/self-represented litigants

Supporting activity	Lead	Aim	Target date	Outcome
<p>To examine the current issues regarding the growth of litigants-in-person and their impact on the proper administration of justice, the problems they face in achieving effective access to justice and the courts face in ensuring they receive effective access to justice.</p> <p>To further consider the effects which changes in the legal services market are having and will have on litigants' access to justice, especially in respect of those changes which are flowing from the Legal Services Act 2007 reforms.</p>	Chair of the Working Party	To submit a report to the Lord Chancellor which sets out concrete steps to improve access to justice for litigants in person.	October 2011	<p>To promote consistency of approach in PAPs.</p> <p>To influence MOJ policy on supporting SRLs to promote the availability of practical help for SRLs, to assist with the implementation of the recommendations of the report which do not require legislative changes and encourage Government and other bodies to take action.</p>

**Update: The Report was submitted to MOJ in October and was well-received. The Council was asked for assistance in implementing various recommendations, To this end, five workshops were held in Birmingham, Manchester, Newcastle, Sheffield and Norwich during March/April 2012 seeking regional views on implementation. A national forum is due to be held at the end of 2012.**

**Objective 9:**

To produce a Code of Conduct for Litigation (Third Party) Funders

Supporting activity	Lead	Aim	Target date	Outcome
To examine and redraft, where appropriate, the draft third party funding self regulatory code in light of the 2010 CJC consultation responses.	Chair of the Working Party	The working party to produce a revised code, which commands the support of the stakeholders, for approval by the Council.	November 2011	A voluntary code of conduct which sets out standards of practice and behaviour for litigation funders in England and Wales which will be followed by litigation funders.

**Update: The final version of the Code of Conduct for Litigation Funders was published in November 2011 at a launch event held in the Royal Courts of Justice. An Association of Litigation Funders of England and Wales was also formed by representatives from litigation funders present on the Working Party. Members of the Association will be required to abide by the Code.**

**Objective 10:**

To carry out a complexity study of Civil Procedure Rules

Supporting activity	Lead	Aim	Target date	Outcome
To examine whether, and if so to what extent, the CPR are more complex than they need properly to be, to identify what the causes of any unnecessary complexity are, and to make recommendations to the Lord Chancellor and CPRC on how the CPR can be simplified	Chair of the Working Party	The working party to make recommendations to the Council. Council to consider and report conclusions to the Lord Chancellor and the Civil Procedure Rule Committee	March 2011	Civil Procedure Rules which are not overly complicated.

**Update: Following reconsideration of this objective, the decision was taken not to take it forward at the present time.**

**Objective 11:**

To respond to the Government Consultation 'Solving Disputes in the County Courts; creating a simpler, quicker and more proportionate system'

Supporting activity	Lead	Aim	Target date	Outcome
To review proposals for the civil justice system including changes to jurisdiction, financial limits and proposals to increase the number and range of claims handled on line.	Chair of the Working Party	To produce a response which sets out the Council's position on the proposals and, in particular, highlight areas of concern	30 June 2011	To help to ensure that any changes made to the system are not detrimental to litigants seeking civil redress.

**Update: The Council response was broadly supportive of the bulk of the proposals but cautioned against expanding the on-line scheme for personal injury claims too quickly. It stressed the need to learn the lessons from the early operation of the existing scheme. The Government response has been published.**

**Objective 12:**

To respond to EU and Government Consultations on Collective Redress

Supporting activity	Lead	Aim	Target date	Outcome
To prepare responses to various consultations on Collective Redress.	Chair of the Working Party	Respond to various EU and Government consultations on the development of European collective redress mechanisms.	In accordance with the time scale to be set by the Commission.	Collective Redress mechanisms which facilitate access to justice for English and Welsh litigants
<b>Update: Responses were submitted to the EU. Further developments are awaited.</b>				

**Objective 13:**

To respond to Government Consultation 'Local decisions: a fairer future for social housing'

Supporting activity	Owner	Aim	Target date	Outcome
To produce a response to the Department for Communities and Local Government Social Housing Consultation, insofar as it has an impact on access to civil justice, and contribute to post-consultation policy development and implementation.	Secretary	Respond to the DCLG Consultation setting out areas of concern on proposed changes.	April 2011	To help to ensure that any changes are not detrimental to the accessibility, fairness and efficiency of the civil justice system and in particular listing and hearing housing cases
<b>Update: A response was submitted. The government response was published in Nov 2011.</b>				

**Objective 14:**

To respond to the Government Consultation on the Defamation Bill

Supporting activity	Lead	Aim	Target date	Outcome
To assemble a working party to prepare a response to the Government's Draft Defamation Bill	Chair of the Working Party	The working party to produce response to the draft Bill for approval by the Council	30 June 2011	To influence MOJ implementation plans for the Bill to promote an efficient and cost-effective system for dealing with defamation cases
<p><b>The Working Party concluded that the main problem in defamation law was the potential cost of court proceedings and that the most important way of controlling this was through judicial case management. The Government response was published in November 2011. A Bill is before Parliament.</b></p>				

# Annex B: Civil Justice Council: 2012 - 13 Business Plan

## Objective 1:

Jackson Report Implementation: To continue to support the MOJ in implementing technical aspects of the Jackson Review of Civil Litigation Costs in particular QOCS, CPR Part 36, and Proportionality

Supporting activity	Lead	Aim	Target date	Outcome
<p>To develop practical proposals to assist the MOJ with the implementation of secondary legislation (regulations, court rules) in the following areas in particular on:</p> <ul style="list-style-type: none"> <li>• Qualified one way costs shifting</li> <li>• CPR Part 36 offers</li> <li>• Proportionality</li> </ul>	Chair of the Working Party	To produce a set of options papers to support MOJ in the implementation of certain aspects of the Jackson Report.	Ongoing. Proposed deadline for implementation for Jackson Reforms is April 2013)	To influence the MOJ's implementation plans to promote an effective introduction of these aspects of the Jackson Reforms. To advise and support policy developments, and to respond quickly to requests for assistance.
<p><b>Further advice on QOCs was provided to the MOJ in July 2012.</b></p>				

**Objective 2:**

Jackson Report Implementation: To advise the MOJ on Contingency Fee/Damage Based Agreements

Supporting activity	Lead	Aim	Target date	Outcome
<p>To consider and make recommendations as to:</p> <p>(i) what, if any, regulations ought to be made in the public interest under s. 58AA (3) and (4) Courts and Legal Services Act 1990;</p> <p>(ii) what if any, rules of court in relation to assessment of costs ought to be made in the public interest under s. 58AA (6).</p> <p>(iii) what matters should be provided for in any DBAs</p> <p>To issues of principle and practice regarding Contingency Fees/DBAs.</p>	Chair of the Working Party	To provide practical , effective timely advice to the MOJ	July 2012	To advise the MOJ on issues of principle and practice regarding DBAs to help lay the groundwork for and to promote their effective introduction once the legislation is passed and brought into force.
<p><b>The report was submitted to the MOJ in August 2012.</b></p>				



**Objective 3:**

Jackson Report Implementation: Reform of Pre-Action Protocols (PAPs)

Supporting activity	Lead	Aim	Target date	Outcome
<p>To examine the Jackson Report recommendations regarding PAPs.</p> <p>To carry out a review of all PAPs</p>	Chair of the Working Party	To conclude a review of the PAPs and produce recommendations for reform. Council to consider and report conclusions to the Lord Chancellor and the Civil Procedure Rule Committee.	2013	To promote consistency approach in PAPs

**Objective 4:**

Jackson Report Implementation: Publication of an Alternative Dispute Resolution (ADR) Handbook for use by the judiciary and the legal profession

Supporting activity	Lead	Aim	Target date	Outcome
<p>To compile and finalise an ADR Handbook for publication.</p> <p>To identify suitable publisher and secure publication.</p>	Chair of the Working Party	To secure the publication of an ADR Handbook as recommended in the Jackson Report	Apr 2013	Publication of an Handbook and to ensure better and more consistent services and to improve client application of the value and nature of ADR services

**Objective 5:**

Jackson Report Implementation: 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	Lead	Aim	Target date	Outcome
To carry out an empirical study of the present state of ADR education at University level and in vocational training courses.	Chair of the Working Party	To oversee research project and report findings to the Council. Council to consider and make recommendations to the Lord Chancellor	April 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.

**Objective 6:**

Implementation of the recommendations of the CJC Access to Justice Self-Represented/Litigants in Person Report

Supporting activity	Lead	Aim	Target date	Outcome
<p>To contribute to policy development and contingency planning by the MOJ in support of services to Litigants in Person.</p> <p>To take forward the recommendations of the Report which do not require legislative change</p> <p>Facilitate effective advice and input from the judiciary, lay advice sector and other relevant stakeholders by convening regional workshops and a national event.</p>	Chair of the Working Party	Implementation of the recommendations	April 2013	To influence MOJ policy on supporting SRLs to promote the availability of practical help for SRLs, to assist with the implementation of the recommendations of the report which do not require legislative changes and encourage Government and other bodies to take action.

**Objective 7:**

To provide advice to the Master of the Rolls on CILEX Hourly Rate Guidelines

Supporting activity	Lead	Aim	Target date	Outcome
To consider whether senior Fellows of the Chartered Institute of Legal Executives (CILEX) should be entitled to claim the same hourly rates automatically, as solicitors with comparable post-qualification experience and report to the Master of the Rolls	Chair of the Working Party	To provide advice to the Master of the Rolls	July 2012	Working Party to provide clear and effective advice to the Master of the Rolls to determine decision on whether senior CILEx Fellows should automatically have the same hourly rates as equivalent solicitors.
<b>Advice was submitted to the Master of the Rolls for consideration in July 2012.</b>				

**Objective 8:**

To review and update Guidance for the Instruction of Experts to Give Evidence in Civil Claims

Supporting activity	Lead	Aim	Target date	Outcome
To review the existing guidance and make recommendations for reform	Chair of the Working Party	To produce updated revised guidance for consideration by the Civil Procedure Rule Committee.	August 2012	Provide guidance to promote greater consistency and best practice in the use of expert evidence in civil cases
<b>Draft revised guidance was submitted to the CPRC in August 2012.</b>				

**Objective 9:**

To raise the profile of the Council

Supporting activity	Lead	Aim	Target date	Outcome
<p>Devise a communications strategy to help raise profile of the Council's work with politicians, judiciary, legal professionals, insurers and advice sector through implementation of the CJC Communications strategy and maximising use of communication channels</p> <p>To seek opportunities to participate in local civil justice events organised by stakeholders such as the Law Society and Bar Council</p>	<p>Secretariat and Council Members</p>	<p>To raise profile of Council and increase stakeholder engagement</p>	<p>Ongoing</p>	<p>Greater visibility for the Council on the civil justice stage, and it is recognised for having an active and representative role which is valued.</p>

## Annex C: Expenditure 2011-12 and Budget for 2012-13

Civil Justice Council Expenditure 2011-12	Budget allocation £68,000
Staff Travel and Subsistence	£213
Members' Travel and Subsistence	£5,837
Research and publications	£5,000
Consumables (Stationery, Telecoms, Computer,)	£56
Events and Conferences	£5,735
Catering	£936
Public Appointment Recruitment	£891
<b>Total</b>	<b>£18,668</b>

Civil Justice Council Projected Spend for 2012-13	Budget allocation £54,140
Staff Travel and Subsistence	£1,000
Members' Travel and Subsistence	£5,000
Research and publications	£30,000
Consumables (Stationery, Telecoms, Computer)	£1,140
Events and Conferences	£15,000
Catering	£2,000
<b>Total</b>	<b>£54,140</b>