

SCOTTISH CIVIL JUSTICE COUNCIL

INFORMATION AND COMMUNICATIONS TECHNOLOGY COMMITTEE (ICTC)

MINUTES

PARLIAMENT HOUSE, 4.30PM, MONDAY 26 OCTOBER 2015

Members present: Lord Tyre (Chair)
Sheriff Sean Murphy
Gavin MacColl (Advocate)
Tony Jones (Solicitor)
Stuart Duncan (Head of Delivery: Criminal Justice and Parole, Scottish Government)
Craig McCorkindale (Director for Civil Courts Reform, Scottish Courts and Tribunal Service)

Secretariat: Edward McHugh (Deputy Legal Secretary to the Lord President)
Bridget Lee (SCJC Secretariat)

Apologies: Lauren Bruce (SCJC member, Citizens Advice Scotland)
Graeme Hill (Director of Corporate Services and Accounts, Scottish Legal Aid Board)
Yvonne Anderson (Depute in Charge of Offices of Court, Court of Session)
Jane MacDonald, (Policy and Legislation Branch, Scottish Courts and Tribunal Service)

Item 1: Introduction, welcome, apologies and private papers

1. The Chair welcomed Jackie Powell, SCTS, attending to demonstrate the new case management system, and all those present to the meeting. It was noted that Graeme Hill had been appointed as the SLAB representative, taking over from Marie-Louise Fox, but that he was unable to attend.
2. Apologies were noted.
3. **The Committee agreed not to publish papers 5.1 and 5.1A.**
4. The Chair informed the Committee that the Council had considered papers from ICTC, about the Committee's programme of visits and its proposals to look at ODR, at its 6th July 2015 meeting. It was recorded in the Council minutes that 'Members noted the report of the visits undertaken by the ICT Committee to investigate three IT systems currently in use in

the justice sector in the UK. They considered this to be a useful approach and recorded their thanks to the Secretariat for the organisational work.' The Council had also approved the Committee's proposal to examine the CJC proposals on online dispute resolution.

Item 2: Minutes of Previous Meeting

Item 2.1: Minutes of 14 April 2015 meeting [Paper 2.1]

5. **The Committee approved the minutes of the previous meeting held on 15 June 2015 [Paper 2.1].**

Item 3: Justice Digital Strategy Implementation

Item 3.1: SCTS/ICMS Project

6. Craig McCorkindale provided an update on the ICMS project. The Alpha stage has been completed and the developers, Kainos, are using working prototypes to gain feedback from a range of stakeholders including court staff, judiciary and members of the legal profession.
7. Jackie Powell, an SCTS staff member who has been seconded to the project, provided a demonstration which showed how the new system would function for a member of court staff. She explained that it was designed to have the look and feel of a website and has various capabilities that the current case-management system does not possess. These include drop down menus for items such as case-type and the capacity for data to automatically populate fields which will reduce the amount of data entry. It will also be possible for court staff, with the necessary level of access permission, to amend data about an action. There are ongoing discussions about the use of electronic documents. Online submission of documents is a possibility in the future and work on this is ongoing.
8. Mr McCorkindale reported that the project as a whole was on course. Members were invited to submit any comments or queries about the new system that they, or their parent bodies, may have.

Item 3.2: SG/Justice Digital Strategy

9. Stuart Duncan reported that he had attended a programme meeting for the Justice Digital Strategy (JDS) that morning. The programme direction group had been tasked, in August, with mapping processes and these had been presented at the programme meeting. However, this work is at a very early stage and will require much broader discussion and debate.
10. There are proposals to use the national publishing portal (mygov.scot) as the vehicle to offer more help and support for people, and businesses, who have a civil problem they wish to resolve. There is already information on mygov.scot providing help for people facing

housing repossession and victims and witnesses of crime. It is intended that mygov.scot will focus more on life events, rather than static content, so that users will be able to access, in one place, online help on a range of often connected and related issues. By making these connections and having access to online help in one place, it is hoped that users will be better armed with information to allow them to determine how best to resolve their problems and disputes. It was confirmed, in response to an issue raised in discussion, that the proposed websites are intended to provide help and support as opposed to providing legal advice.

Item 4: Making Justice Work Programme

Item 4.1: SLAB update on current projects/online information

11. There was no update on this item as Graeme Hill was unable to attend.

Item 5: Civil Justice Council (England and Wales) Report on Online

Item 5.1 Online dispute resolution for low value civil claims [Paper 6.1]

Item 5.1A Online dispute resolution – draft paper for SCJC [Paper 6.1A]

12. The Council had approved, at its 6th July meeting, the Committee's proposal to examine the Civil Justice Council's proposals about online dispute resolution in detail. The report proposed an internet-based court service, as an addition to conventional courts, with three online tiers: evaluation; facilitation; and, judicial decision-making. As the proposals for the first two tiers are very similar to plans under the JDS the Committee agreed to consider the proposals for the third tier, online judicial decision-making.

13. **It was decided that Professor Richard Susskind (Chair of the Civil Justice Council's Online Dispute Resolution Advisory Group) would be invited to speak to the Committee about this subject at a future meeting.**

Item 6: A.O.C.B

14. There was no other business raised.

Item 7: Date of next meeting

15. **Members noted the next meeting is scheduled to take place on:**

- **Monday 29th February 2015 at 4.30pm**

**Scottish Civil Justice Council Secretariat
October 2015**