



Scottish
Civil Justice
Council

Annual Report 2014/15

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Foreword

It is a pleasure to introduce the Scottish Civil Justice Council's second Annual Report.

The creation of the Scottish Civil Justice Council in May 2013 heralded the first legislative step towards the most significant reform of the Scottish civil courts in over a century. Since then the Courts Reform (Scotland) Act 2014, implementing many of the recommendations of the Scottish Civil Courts Review, and the Tribunals (Scotland) Act 2014 have prepared the way for practical reforms.



The Scottish Government's *Making Justice Work* programme is the key to a co-ordinated and comprehensive programme that will transform the Scottish justice system.

All of Council's committees have made significant progress in their work. The Family Law Committee is preparing proposals in relation to family actions and judicial case management. The Access to Justice Committee is preparing draft rules for the new simple procedure. It has also begun its reviews of the arrangements for party litigants, lay support and advisers and the encouragement of alternative dispute resolution in the civil courts. The Personal Injury Committee has prepared rules for the new all-Scotland Personal Injury Court. It is also considering the use of pre-action protocols. The Costs and Funding Committee has embarked on its consideration of Sheriff Principal Taylor's Review into the Expenses and Funding of Civil Litigation in Scotland and of the draft rules in relation to exclusive competence. The ICT Committee is considering current developments in technology within the civil justice system in the context of the Justice Digital Strategy.

One of the most significant achievements of the year has been the publication of the Council's Rules Rewrite Working Group Final Report. Together with the Interim Report, it sets out in detail how the Rules Rewrite Project will achieve its aims of simplicity, modernisation and harmonisation of the rules. The Rules Rewrite Working Group has now been established as the Rules Rewrite Committee. It has undertaken much of the work required to implement the Courts Reform (Scotland) Act 2014, in relation to Judicial Review procedure and the Sheriff Appeal Court.

Over the year, eleven sets of draft rules have been prepared and subsequently made into law by the Court of Session. One of the Council's first acts when established was to conduct a full public consultation on arrangements for reporting restrictions. Rules for reporting restrictions were made on 26 February 2015 and came into force on 1 April 2015.

As part of its Annual Programme for 2015/16, the Council has identified priority rules for

the continued implementation of the Courts Reform (Scotland) Act 2014 and the wider programme of civil courts reform. This continues to be a major undertaking.

I am grateful to the public spirited members of the Council and its committees, who give of their time freely. Without them none of this work would have been achieved.

Lord President, Chairman of the Scottish Civil Justice Council

Introduction

The Scottish Civil Justice Council

1. The Scottish Civil Justice Council (SCJC) was established on 28 May 2013 under the Scottish Civil Justice Council and Criminal Legal Assistance Act 2013, replacing the [Court of Session Rules Council](#) and the [Sheriff Court Rules Council](#). It is responsible for preparing draft rules of procedure for the Court of Session and for civil proceedings in the sheriff court. It also has the function of providing advice and making recommendations to the Lord President on the development of the civil justice system in Scotland.

Functions and powers

2. The Council's functions include:
 - keeping the civil justice system under review;
 - reviewing the practice and procedure followed in the Court of Session and in civil cases in the sheriff court;
 - preparing draft rules of procedure for the civil courts; and
 - advising and making recommendations on the development of and changes to the civil justice system in Scotland.

Who we are

3. Our membership encompasses the range of interests and experiences across the civil justice system. As well as the judiciary and practitioners, the Council includes consumer representatives, an academic and an employment judge. In addition, the Chief Executives of the Scottish Courts and Tribunals Service and the Scottish Legal Aid Board and a member of staff of the Scottish Government hold standing appointments.

The Right Hon. Lord Gill	Lord President and Lord Justice General, Chairman
Eric McQueen	Chief Executive, Scottish Courts and Tribunal Service
Lindsay Montgomery CBE	Chief Executive, Scottish Legal Aid Board
Jan Marshall	Scottish Ministers' appointee
The Right Hon. Lord Menzies	Judicial member, Deputy Chair
The Hon. Lord Tyre	Judicial member
Sheriff Principal Abercrombie QC	Judicial member
Sheriff Hughes	Judicial member
Andrew Stewart QC	Advocate member
Kenneth Forrest	Advocate member
Eric Baijal	Solicitor member
Paul Reid	Solicitor member
Jacqueline Harris	Solicitor member
Ian Maxwell	Consumer representative member
Lauren Wood	Consumer representative member
Employment Judge Joseph d'Inverno	Lord President member
Professor Frances Wasoff	Lord President member

Key Achievements

Priorities for 2014/15

4. The SCJC has given particular focus to the following matters during 2014/15:
 - preparation for the implementation of major justice system reform projects, particularly implementation of civil courts reform;
 - consideration, and preparation for implementation, of new legislation;
 - ongoing preparation of rules revisions necessary to implement primary and subordinate legislation and developments in case law (this is the 'care and maintenance' aspect of the rules); and
 - consideration of potential improvements to procedures particularly in respect of those aspects of civil courts reform which can be taken forward without primary legislation.

Committees

5. Over the course of the last year, the SCJC’s committees have continued to assist it in carrying out its work.

Access to Justice Committee	Chair: The Hon. Lady Wise
Costs and Funding Committee	Chair: The Hon. Lord Burns
Family Law Committee	Chair: The Hon. Lord Brailsford
Information and Communications Technology Committee	Chair: The Hon. Lord Tyre
Personal Injury Committee	Chair: The Hon. Lord Jones
Rules Rewrite Committee	Chair: The Rt. Hon. Lord Gill, Lord President Deputy Chair: The Right Hon. Lord Menzies

6. Further details on the work of each Committee can be found in our Annual Programme for 2015/16 and at www.scottishciviljusticecouncil.gov.uk.

Civil Courts Reform

7. In its second year of operation, the SCJC has focused on implementation of civil courts reform as proposed by the Report of the Scottish Civil Courts Review and the Courts Reform (Scotland) Act 2014. Delivery of this major reform programme requires many new suites of court rules which the SCJC will be responsible for drafting. As well as drafting the rules required to support implementation of the provisions of the Courts Reform (Scotland) Act, the SCJC will be carrying out a multi-year Rules Rewrite Project to consolidate, harmonise and simplify rules of the civil courts in Scotland.
8. In addition to the subject committees set up in 2013/14, the SCJC established a Rules Rewrite Working Group tasked to consider the overall approach to the Rules Rewrite Project. Following research into the approach other jurisdictions have taken in respect of similar exercises, the Group published its Interim Report in March 2014 and its Final Report in April 2015.

9. The Interim Report, endorsed by the SCJC, sets out the Group's key recommendations for the Rules Rewrite Project, addressing the vision and objective of the new rules.
10. The RRWG produced a Final Report to the SCJC in January 2015. That report sets out in more detail how the new rules should be drafted including how the aims of harmonisation, modernisation and simplicity of the rules might best be achieved. Following that report, the SCJC formally established the Rules Rewrite Committee, with an extended remit to include matters relating to court procedure generally, such as the preparation of rules that will be required to support the introduction of the new Sheriff Appeal Court, new judicial officers (summary sheriffs) and other general matters which do not clearly fall within the remit of any other SCJC committees.
11. On the recommendation of the RRWG the following suites of rule changes were taken forward as a priority:
 - increase to the privative limit;
 - judicial structures (introduction of the new judicial offices of summary sheriff and Appeal Sheriff);
 - creation of a Sheriff Appeal Court;
 - creation of a specialist personal injury court with civil jury trials;
 - simple procedure;
 - judicial case management;
 - rules for enforcement / sanctions; and
 - creation of compulsory pre-action protocols.
12. During 2014/15, the following progress was made on these priorities:
 - Increase to the privative limit – draft rules to determine the value of an order sought in proceedings were prepared by the Costs and Funding Committee and submitted to the SCJC.
 - Judicial structures – after consideration by the drafting team, it was decided that no specific rules were required.
 - Creation of a Sheriff Appeal Court (SAC) – the Rules Rewrite Committee is considering rules to allow the SAC's civil jurisdiction to begin in January 2016. Rules regarding the SAC's criminal jurisdiction are being considered by the Criminal Courts Rules Council with whom the SCJC is liaising.
 - The creation of a specialist personal injury court, with civil jury trials – draft rules were prepared by the Personal Injury Committee, including "e-motions" and a Chapter 42A type procedure, and submitted to the SCJC.

- Simple procedure – this is being progressed by the Access to Justice Committee. Policy instructions are at an advanced stage and draft rules are targeted for the September 2015 SCJC meeting. Thereafter it is likely that there will be a formal consultation before implementation in spring 2016.
- Judicial case management – after consideration by the drafting team, it was decided that no specific rules were required. There has also been recent innovation in family procedure in the form of chapter 33AA of the sheriff court rules where pre-hearing conferences and case management hearings have been introduced. The Family Law Committee is considering these developments in more detail.
- Rules for enforcement/sanctions – this is being considered by the Costs and Funding Committee as part of implementation of Sheriff Principal Taylor’s Review on the costs and funding of civil litigation in the Court of Session and sheriff court.
- The creation of compulsory pre-action protocols – this area has been considered in the context of PI actions. A broader approach may be taken in the longer term. The Personal Injury Committee is looking to introduce compulsory pre-action protocols around September 2016 after further detailed consideration and consultation.
- Judicial Review – draft rules were prepared by the Rules Rewrite Committee and submitted to the SCJC.

Sheriff Principal Taylor’s Review

13. Under the lead of the Costs and Funding Committee, initial consideration has been given to the recommendations of the Report of Sheriff Principal Taylor’s Review into the Expenses and Funding of Civil Litigation in Scotland (the Taylor Review), which was published on 11 September 2013.
14. As well as considering the individual proposals, the Committee examined which recommendations might be taken forward through court rules (which would fall to the SCJC to prepare) and which might require primary legislation (which would need to be considered by the Scottish Government). The Committee reported to the SCJC in March 2015, setting out its proposed approach to implementation of the Taylor Report.
15. Sheriff Principal Taylor recommended that the SCJC should form a sub-committee to deal with the level of fees for litigation which may be recovered as expenses (currently

carried out by the Lord President's Advisory Committee). From April 2015, the SCJC's statutory functions have been extended to give full effect to this recommendation. The remit of the Costs and Funding Committee will be reviewed in light of this extension of functions.

Tribunals Reform

16. The Tribunals (Scotland) Act 2014 provides for the creation of a new structure for tribunals dealing with devolved matters under the judicial leadership of the Lord President of the Court of Session as Head of the Scottish Tribunals. It will also extend the SCJC's functions to include the preparation of rules for devolved tribunals. It is anticipated that the SCJC will assume these functions in 2017.

Research and Publications

17. The Access to Justice Committee undertook research and published two literature reviews on key areas of civil justice reform: party litigants and alternative dispute resolution. The papers consider relevant research, look at recent developments in other jurisdictions and examine the current situation in Scotland. These will be progressed further once the Committee has completed its work in relation to simple procedure.
18. The SCJC has jointly funded a research project with the Scottish Legal Aid Board into alternative dispute resolution in Scotland. It is hoped that the research will help to assist in the development of policy options for resolving civil disputes both before they come to court and once they have become court actions. The research will look at two ADR projects funded by SLAB: the Edinburgh sheriff court mediation project and the Tayside court advice project.
19. The Scottish Civil Courts Review 2009 recommended that pre-action protocols should be compulsory and the Courts Reform (Scotland) Act 2014 gives the Court of Session the power to introduce rules requiring parties to follow compulsory pre-action protocols before proceedings are raised. The Personal Injury Committee undertook an information gathering exercise around the current use of voluntary pre-action protocols and the introduction of compulsory pre-action protocols in order to assist its consideration of the matter. A Report on Responses was published on 13 November 2014. The Committee aim to develop rules for the introduction of compulsory pre-action protocols ideally no more than one year after the establishment of the all-Scotland personal injury court.

Communications and Engagement

20. Promoting the SCJC activity to practitioners and users of the civil justice system, as well as engaging with other justice organisations, is a key part of our work.

21. The SCJC's website was launched with the creation of the SCJC in May 2013 and acts as the hub for communicating all SCJC activity. All official publications, details of SCJC and committee meetings, agendas and selected papers, and civil court rules prepared by the SCJC, are available online.

Summary of Rules Prepared

22. During 2014/15, the SCJC has submitted draft rules to the Court of Session, addressing the following matters.

Implementation of the Insolvency (Scotland) Amendment Rules 2014

23. The **Act of Sederunt (Rules of the Court of Session and Sheriff Court Company Insolvency Rules Amendment) (Miscellaneous) 2014** was made on 1 May 2014 and came into force on 30 May 2014. It amended Rules of the Court of Session and the Act of Sederunt (Sheriff Court Company Insolvency Rules) 1986 in consequence of the Insolvency (Scotland) Amendment Rules 2014.

Amendments to procedure in Personal Injury Actions

24. The **Act of Sederunt (Rules of the Court of Session, Ordinary Cause Rules and Summary Cause Rules Amendment) (Miscellaneous) 2014** was made on 28 May 2014 and came into force on 7 July 2014. It amends the optional procedure for the recovery of documents in all the named rules to provide two distinct types of procedure where parties are legally represented and where one or more of the parties is a party litigant. It also removed the discretionary power to put cases out By Order where a record had not been lodged.

Enforcement of obligations in accordance with the Hague Convention on the Recovery of Child Support and other forms of Family Maintenance

25. The **Act of Sederunt (Rules of the Court of Session and Sheriff Court Rules Amendment) (Miscellaneous) 2014** was made on 4 July 2014 and came into force on 1 August 2014. It amended Chapter 5 (maintenance orders) of the Act of Sederunt (Child Care and Maintenance Rules) 1997 to provide for the recognition and enforcement of maintenance obligations to which the Convention done at The Hague on 23 November 2007 applies. The Act of Sederunt also made minor corrections and clarifications to the Rules of the Court of Session 1994 and the Ordinary Cause Rules 1993.

Implementation of the Land Registration etc (Scotland) Act 2012

26. The **Act of Sederunt (Rules of the Court of Session and Sheriff Court Rules Amendment No. 2) (Miscellaneous) 2014** was made on 5 November 2014 and came into force on 8 December 2014. It inserted new chapters into the Rules of the Court of Session and the Ordinary Cause Rules which prescribe the procedure to be followed in relation to caveats, the form of decree of reduction, and the form of an order for rectification.
27. The Act of Sederunt also amended the Rules of the Court of Session, the Ordinary Cause Rules, the Summary Cause Rules and the Small Claim Rules in respect of recalls of inhibitions on the dependence. The amendments provided that certain information about the inhibition must be specified in the motion or incidental application for recall.
28. It also amended the Rules of the Court of Session in relation to the withdrawal of actions from the Commercial Roll, giving the commercial judge a new power to withdraw an action where the judge is satisfied that it is not appropriate for it to remain on that roll.

Implementation of the Marriage and Civil Partnership (Scotland) Act 2014

29. The **Act of Sederunt (Rules of the Court of Session and Sheriff Court Rules Amendment No.2) (Marriage and Civil Partnership (Scotland) Act 2014) 2014** was made on 12 November 2014 and came into force on 16 December 2014.
30. The Act of Sederunt amended the Rules of the Court of Session and the Ordinary Cause Rules to make provision concerning actions for declarator of recognition, or non-recognition, of foreign decrees relating to same-sex marriages.
31. It also made provision to require a pursuer in an action of divorce under section 1(1)(b) of the Divorce (Scotland) Act 1976 Act to state whether or not the party issued with an interim gender recognition certificate has since been issued with a full gender recognition certificate by the Gender Recognition Panel. Further provision amended the Rules of the Court of Session and the Summary Application Rules consequent to changes to the Gender Recognition Act 2004 affected by the 2014 Act.
32. Finally, certain forms prescribed in the Rules of the Court of Session, the Ordinary Cause Rules, the Summary Application Rules and the Sheriff Court Adoption Rules were amended principally to replace gender-specific references that have been superseded by the 2014 Act.

Applications arising under EU Regulation on mutual recognition of protection measures in civil matters

33. The **Act of Sederunt (Rules of the Court of Session and Sheriff Court Rules Amendment No. 3) (Mutual Recognition of Protection Measures) 2014** was made on 17 December 2014 and came into force on 11 January 2015. It amended the Rules of the Court of Session, the Ordinary Cause Rules, and the Summary Application Rules to make provision for applications arising under Regulation (EU) No. 606/2013 of the European Union and of the Council of 12th June 2013 on mutual recognition of protection measures in civil matters (“the Regulation”).
34. When an order granted in civil proceedings in the Court of Session, or the sheriff court, is a protection measure for the purposes of the Regulation the rules provide for applications arising under Articles 5, 9 and 14(1) of the Regulation in relation to that protection measure.
35. Where the United Kingdom is the Member State addressed in respect of a protection measure ordered in another Member State the rules provide for applications arising under Articles 11, 13 and 14(2) of the Regulation. The rules also provide for applications under section 1(1) of the Protection from Abuse (Scotland) Act 2001, and under section 3(1) of the Domestic Abuse (Scotland) Act 2011 in relation to a protection measure ordered in another Member State.

Amendment to the Sheriff Court Adoption Rules

36. The **Act of Sederunt (Sheriff Court Adoption Rules Amendment) 2015** came into force on 26 January 2015. The Act of Sederunt made changes to the Sheriff Court Adoption Rules for procedure to be followed where, in the course of proceedings under Part 2 of the Adoption and Children (Scotland) Act 2007 (“the 2007 Act”), the children’s hearing prepares a report for the court in accordance with section 95 of the 2007 Act and where, as a result of a non-disclosure request, the children’s hearing has determined that the Reporter should give any person a redacted copy of the report.
37. Rule 51 of the Sheriff Court Adoption Rules was amended so that, in this situation, the sheriff is required to determine whether the copy of the report given to that person by the sheriff clerk should also be a redacted copy.
38. This complemented the Children’s Hearings (Scotland) Act 2011 (Rules of Procedure in Children’s Hearings) Amendment Rules 2015 which require the Reporter to send a copy of any relevant determination of non-disclosure of information contained in reports prepared by a children’s hearing, as well as the full and redacted versions of the report. These rules were approved by the Scottish Parliament on 21 January 2015.

Implementation of EU Regulation on the Recognition and enforcement of judgments in civil and commercial matters

39. The **Act of Sederunt (Rules of the Court of Session Amendment) (Regulation (EU) No. 1215/2012) 2015** came into force on 7 February 2015. It made provision in consequence of the coming into force of Regulation (EU) No. 1215/2012 of the European Parliament and of the Council of 12 December 2012 on jurisdiction and the recognition and enforcement of judgments in civil and commercial matters (recast) (“the Brussels I (recast) Regulation”). It inserted a new Part VA to prescribe the form of petition to be used in making applications under the Regulation.

Implementation of the Marine (Scotland) Act 2010

40. The **Act of Sederunt (Rules of the Court of Session Amendment No. 2) (Regulatory Reform (Scotland) Act 2014) 2015** was made on 29 January 2015 and came into force on 26 February 2015. It amended Chapter 41 of the Rules of the Court of Session by inserting a new Part and prescribed a form for the procedure to be followed when an aggrieved person applies to the court to question the validity of a decision of the Scottish Ministers under the relevant Acts.

New rules on reporting restrictions

41. The **Act of Sederunt (Rules of the Court of Session and Sheriff Court Rules Amendment No. 3) (Reporting Restrictions) 2015** was made on 26 February 2015 and came into force on 1 April 2015. It amended the Rules of the Court of Session and the Sheriff Court Rules in respect of orders which restrict the reporting of proceedings. The new rules provide for a court considering making such an order to make an interim order which will allow an interested party, who would be directly affected by the making of an order, an opportunity to make representations to the court before an order is made.

Implementation of the Bankruptcy and Debt Advice (Scotland) Act 2014

42. The **Act of Sederunt (Rules of the Court of Session and Sheriff Court Bankruptcy Rules Amendment) (Bankruptcy and Debt Advice (Scotland) Act 2014) 2015** was made on 18 March 2015 and came into force on 1 April 2015. It amended the Act of Sederunt (Sheriff Court Bankruptcy Rules) 2008 and Chapter 72 of the Rules of the Court of Session 1994 in consequence of amendments to the Bankruptcy (Scotland) Act 1985 made by the Bankruptcy and Debt Advice (Scotland) Act 2014 (“the 2014 Act”).
43. Certain functions that were previously carried out by the court have been transferred by the 2014 Act to the Accountant in Bankruptcy. The instrument amended the rules to provide a mechanism for the cases to be referred and remitted from the Accountant in Bankruptcy to the sheriff.

Guiding principles

44. Under section 2 of the Scottish Civil Justice Council and Criminal Legal Assistance Act 2013 the SCJC must have regard to the following principles when carrying out its functions:

- (a) the civil justice system should be fair, accessible and efficient,*
- (b) rules relating to practice and procedure should be as clear and easy to understand as possible,*
- (c) practice and procedure should, where appropriate, be similar in all civil courts, and*
- (d) methods of resolving disputes which do not involve the courts should, where appropriate, be promoted.*

45. Consideration of these principles is built into the SCJC's work in a number of ways.

The civil justice system should be fair, accessible and efficient

The remit of both the Access to Justice Committee and the Family Law Committee includes a requirement that the Committee will take due account of the need to ensure that actions proceed as expediently as possible through the courts.

The Access to Justice Committee's remit includes a requirement to consider the implications of proposals for legal reform which may affect the civil justice system upon litigants and potential litigants in the Scottish civil courts.

The ICT Committee's remit includes a requirement to consider how ICT can be used more effectively within the Scottish civil courts to ensure that business can be dealt with as expediently as possible.

The Rules Rewrite Working Group has recommended that rules, practice directions and associated documents should be easily accessible online.

Rules relating to practice and procedure should be as clear and easy to understand as possible

The Rules Rewrite Working Group recommended that the opportunity should be taken to clarify ambiguous language in the rules and that the simple procedure should retain a distinct nature and be designed with party litigants in mind.

Practice and procedure in the civil courts should be as similar as possible, where appropriate

The Rules Rewrite Working Group recommended that separate rules for the sheriff court and Court of Session should be adopted but the rules should be identical in procedure and wording, where appropriate.

Alternative methods of dispute resolution (ADR) should be promoted, where appropriate

The Access to Justice Committee is reviewing the arrangements for the use of ADR in the sheriff court and the Court of Session. In addition, its remit includes that it is to take account of ADR initiatives underway in the civil justice system, including outwith the Scottish civil courts. The introduction of pre-action protocols is being taken forward as a matter of priority by the Personal Injury Committee. The inclusion of ADR as an option is being considered.

All principles

The Rules Rewrite Working Group recommended that there should be a 'statement of principle and purpose' in the rules (this is expected to be in keeping with the guiding principles).

The Group also recommended that new rules should be subject to review 18-24 months after their entry into force and that the starting point for such a review should be the guiding principles.

46. In general terms, all SCJC Committees are required to have regard to the principles set out in the 2013 Act. However, certain committee remits have been drawn with particular principles in mind.
47. In order to ensure that regard to the SCJC's statutory guiding principles is fully built into its SCJC work an assessment of compatibility with each of the principles is carried out when considering individual policy and rules proposals.

Freedom of Information

48. The SCJC operates in an open and transparent manner and is subject to the provisions of the Freedom of Information (Scotland) Act 2002 (FOISA).
49. The SCJC has adopted the Scottish Information Commissioner's Model Publication Scheme and issued its [Publication Scheme and Guide to Information](#) in June 2013. To

support its members and committees with obligations under FOISA for the storing of records, the SCJC agreed and published a [Records Management Plan](#) in February 2014.

50. The SCJC has received two requests for information under the Act to date on different topics. Both of the requests were dealt with within the statutory timescales.

Number of requests received under FOISA 2014/15	
Legal Profession	0
Members of the public	0
MSPs/MPs	1
Press/media	0
Other	1
TOTAL	2

Outcome of requests received under FOISA 2014/15	
Information supplied	0
Information partially supplied	0
Information withheld	0
Insufficient information provided by the requester to respond	0
Information not held	2
Request withdrawn	0
TOTAL	2

SCJC Summarised Expenditure 2014/15

51. Property, services and staff (including the SCJC Secretariat and legal support from the Lord President's Private Office) are provided to the SCJC by the Judicial Office for Scotland (a distinct arm of the SCTS, which provides support to the judiciary).
52. The resources available to the SCJC during 2014/15 were approximately £409,000, made up of £325,000 for staffing costs and £84,000 for set up and running costs, as detailed in the Annual Programme for 2014/15. As the SCJC is building its operations gradually, the SCJC's expenditure for 2014/15 (excluding staffing) was lower than the total resources that were made available to it. As the SCJC's workload is expected to peak during 2015/16, expenditure is expected to increase significantly over the coming year.

SCJC Annual Expenditure 2014/15		
Category	Description	Expenditure* £
Staffing (Secretariat)	Deputy Secretary 2 Policy Officers Administration	134,206
Staffing** (Drafting)	2.2 (Full Time Equivalent) Solicitors 4 solicitors for the Rules Rewrite Drafting Team	260,288
Expenses	Reimbursement of SCJC and committee members' Travel & Subsistence, additional expenditure and consultancy fees.	15,777
Recruitment and Training	Ongoing recruitment of and training for new members and/or Secretariat staff.	818
General Expenses	General operating costs e.g. hospitality, catering, minor purchases.	1,180
Total staffing		394,494
Total other		17,775
TOTAL		412,269

*Note: all figures are rounded up to the nearest £

**As legal services to the SCJC are provided by lawyers of the Lord President's Private Office on a part-time basis, this figure is approximate.

Further information and contacts

53. Full information about the SCJC and its activities is available at www.scottishciviljusticecouncil.gov.uk. The website is updated regularly with news about the SCJC and provides full details of Council and committee meetings, SCJC publications, draft rules under consideration and rules which have been recently made.
54. Contact details for the SCJC are as follows:

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