

SCOTTISH CIVIL JUSTICE COUNCIL: ADMINISTRATIVE MATTERS

Purpose

1. To invite the Council to approve a number of administrative matters by correspondence following the cancellation of the Council's September meeting.

Background

2. The Lord President and Secretariat considered potential agenda items for the Council meeting scheduled for 10 September. A number of substantive matters had been allocated to the agenda for the meeting but further time is required by the Secretariat/LPPO to consider the relevant papers before they can be tabled for discussion by the Council. It was agreed the remaining business was not significant enough on its own to merit the convening of a meeting. The Lord President agreed that papers in relation to administrative matters should instead be issued to members to consider by correspondence.
3. The Secretariat advised members by email on 23 August 2018 that the meeting scheduled for 10 September 2018 was cancelled.
4. Members are now invited to consider the following papers:

Minutes of the last meeting

5. The minutes of the last Council meeting held on Monday 9 July 2018 are at **Paper 2018/16A**. **Members are invited to consider and approve the minutes for publication.**

Activity updates

6. The following papers have been produced to provide members with an update on the ongoing work of the Council and its committees:
 - a) activity update (**Paper 201816B**);
 - b) business tracker (**Paper 2018/16C**);
 - c) courts reform tracker (**Paper 2018/16D**); and

d) rules rewrite project update (**Paper 2018/16E**).

7. Members are invited to note the progress of actions and business updates provided in Papers 2018/16B-E.

Recommendation

8. Members are invited to:

- **approve the minutes of the previous meeting held on 09 July 2018; and**
- **note the progress of actions and business updates provided at Papers 2018/16B-E.**

Scottish Civil Justice Council Secretariat

September 2018