

# DELAY REDUCTION

St. Kitts High Court Registry Staff  
Seminar Workshop

4<sup>th</sup> April 2009

# New Culture /New Rules

- Being reminded of the new culture under which we now do business we recognise the need to be proactive.
- We also recognise the importance of being time sensitive.
- The Court Office /High Court Registry is the foundation of a pyramid that ends in the hearing or trial process.

# The Standard for Delay Reduction

- *From the commencement of litigation to its resolution whether by trial or settlement, any elapsed time other than reasonably required for pleadings, discovery and court events is unacceptable and should be eliminated*
- *To enable just and efficient resolution of cases , the court , not lawyers or litigants should control the pace of litigation.*
- *The judge must play his or her role in reducing delay, and the court office also has responsibility in this regard.*

# Proper Allocation of Resources

- Your familiarity with the operation in the Registry will guide administrators in decisions regarding allocation of resources.
- You must also allocate your own time to getting the job done and helping to solve problems when they occur and avoid repetition of those problems or other foreseeable problems.

# Between Case Events

- A system must be devised to monitor case events so that the management of time between events is made possible.
- JEMS is supposed to assist in this regard. In the absence of JEMS a record book will have to be used in relation to each file.

# Court Performance standards

- All of this is designed to provide:
- Access to justice
- Expedition and timeliness
- Equality, Fairness and Integrity
- Independence and Accountability
- Public Trust and Confidence

# Some CPR 2000 Timelines

- A Claim form must be served within 6 months after the date when the claim was issued (Part 8.12 (1)).
- The general rule is that an acknowledgement of service is to be filed 14 days after the date of service of the claim form. (Part 9.3 (1)).
- The general rule is that the period for filing a defence is the period of 28 days after the service of the claim form (Part 10.3 (1)).
- The general rule is that a notice of application must be served (a) as soon as practicable after the day on which it is issued; and (b) at least 7 days before the court is to deal with the application. (Part 11.11 (1) (a) and (b)).

# Computing Time

- We should be guided when computing time , by Parts 3.2 (2) and (3) which state:
- (2) All periods of time expressed as a number of days are to be computed as clear days.
- (3) In this rule-
- “Clear days” means that in computing the number of days the day on which the period begins and the day on which it ends are not included.

# Laudable Goals

- Accountability
- Persistence
- Willingness to initiate change
- Willingness to lead
- Leadership skills
- Guts to try
- Vision
- Shared vision

# Practical Problems

- Misplaced documents
- Failure to issue hearing dates
- Issuing hearing dates too early
- Lost files
- Allowing lawyers to jump out of line
- Failure to follow through on the court's process.

# Images and Mental Models

- The way you view yourself, your job, and your institution are reflected in the way you work and execute the tasks assigned to you.
- What Metaphor would you use to describe your job , and the High Court Registry?
- Do you think these images are helpful?