



Annual Report 2018 - 2019

Judicial Institute for Scotland

'Supporting justice in Scotland through the provision of the highest standard of judicial training and education.'





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Welcome from the Chair

As a Senator of the College of Justice, the education made available to me by the Institute supports me in my role and on the bench every day. I was delighted to be appointed Vice-Chair of the Institute in 2015. I became Chair in 2018 and I now present the Judicial Institute Annual Report for my first full year in this role, the year ending 31 March 2019.

The purpose of the Institute is to **support justice in Scotland through the provision of the highest standard of judicial training and education**. Under my Chairmanship, during this reporting year the Board further strengthened the Institute. We reflected on our first five years as a new organisation. Our honest assessment of what we do and how we do it led to the creation of the Institute's first written strategic plan, which will come into force at the beginning of the next reporting year. At the same time as undertaking this significant review, and, as always, this year the Institute continued to deliver a wide range of the highest quality face to face, online learning and blended learning programmes which allow judges to discuss, collaborate, and deepen their understanding of practical problems in court. Much of this is highlighted throughout this Annual Report.

My fellow Board members Sheriff Alistair Duff and Sheriff Susan Craig are appointed to the Institute as full time Director and part time Deputy Director respectively. The Vice Chair, Lord Armstrong, and I are grateful for their work leading the Institute. They ensure that we uphold our philosophy that approaches to judicial education in Scotland, from strategic decisions to how individual sessions on courses are designed, are judge-led.

Lady Stacey
Chair of the Judicial Institute for Scotland





Welcome from the Director

I have been the Director of the Institute since 2014.

During this reporting year a significant amount of work was undertaken by the Board, supported by our Head of Education Collette Paterson, to assess the health of the Institute as a relatively new organisation. We critically reflected on our successes and areas for development, having just celebrated our fifth anniversary, and identified ways to strengthen the Institute for the future. By the time this Annual Report is published, the result of this work undertaken throughout this reporting year, our first written [strategic plan](#) for the period April 2019-March 2022, incorporating our annual business plan, will have been published. From next year, our Annual Report will report on how much progress we have made against the commitments in the strategic plan.

This year we continued to deliver the highest standards of judicial education. In the next section of this Report we have recorded key highlights, and throughout it we have included detailed examples of some of our highest priority and most challenging, time-pressured and sensitive projects delivered in the last year.

I would personally like to highlight four areas which I believe represent advancements in the last year:

- In January 2019 we launched the first blended learning programme for the entire professional court judiciary of 34 Senators, 6 Sheriffs Principal, 36 Summary Sheriffs and 125 Sheriffs, in response to the introduction in the Domestic Abuse (Scotland) Act 2018 of a new crime of domestic abuse based on the concept of "*coercive control*". This required judges to take part in a three hour online learning programme before attending a day long programme. This in-depth learning programme was a proportionate response to the significant changes introduced by the new Act.
- We are now a member of a tripartite group together with the wider Judicial Office for Scotland, Judicial Appointments Board for Scotland (JABS) and the Scottish Government. This group has developed a more coordinated and predictable approach to shrieval appointments which supports resource planning by the Institute and the courts on a more predictable basis. I referred to this in last year's Annual Report and am pleased with the progress that has been made in this area.





We delivered a higher than usual number of training courses specifically for Senators of the College of Justice. Our strategy is to be responsive and agile to requests from the Lord President or Lord Justice Clerk when such training requests are made and in a short time-frame we delivered training on preliminary hearings, evidence on commission, inner-house training, as well as our first temporary judge induction following the appointment of five new temporary judges at the end of 2018.

Our new responsibilities in respect of training for tribunal judicial office holders moved from the policy phase to the first year of course delivery. This is a significant change in respect of the Institute's remit and will take a number of years to fully embed.

Lastly, in this reporting year we developed our justice networks and re-energised our European and international judicial education networks. Participating fully in these networks is crucial because the Institute has a role at the heart of civic Scotland and judicial education is incredibly specialist in nature. In this year we have participated in and learned from this increased and wider engagement.

We are here to **support justice in Scotland through the provision of the highest standard of judicial training and education** and that means that what we are working on matters, can be time-pressured, and is often sensitive in nature. What we do is a team effort and I would like to take the opportunity to thank the 14 officials who support me and Sheriff Craig every day in fulfilling the Institute's remit.

Sheriff Alistair JM Duff
Director of the Judicial Institute for Scotland



Governance and Management

Judicial Office Holders in Scotland¹

The Judicial Institute has a remit for providing education and training to judicial office holders in Scotland as discharged by the Lord President. The Institute supports 686 judicial office holders in Scotland:

Senators	34
Sheriffs Principal	6
Sheriffs	125
Summary Sheriffs	36
Part-Time Sheriffs	30
Part-Time Summary Sheriffs	4
Tribunal Judicial Office Holders	174
Justices of the Peace (JPs)	277
Total	686²

Board and Advisory Council of the Judicial Institute

The Board and the Advisory Council of the Judicial Institute meet on a quarterly basis. The purpose of the Advisory Council is to provide advice to the Judicial Institute Board on matters relating to the functions of the Judicial Institute. Written reports on key issues are provided to the Board and Council for consideration and discussion. Members of the Council are also requested to report on pertinent issues at the request of the Board. During the year, Sheriff Principal Pyle was appointed to the Council to replace Sheriff Principal Lewis following her appointment to JABS. Neil Rennick, Director of Justice at the Scottish Government, was reappointed for a further three year term.

The Institute's Governance Framework is available on the [Judiciary of Scotland website](#).

¹. Judicial office holders at April 2019.

². Tribunal judicial office holders transferred into the SCTS. In earlier versions of this document the stated number was incorrect and has been updated.



Management Structure





Highlights

Restructure

Our Director, Sheriff Alistair Duff, supported by Deputy Director Sheriff Susan Craig, leads a team of 14 officials comprised of educationalists, digital leads, events specialists and administrative staff (*see page 5 for our current team members*). We are confident that this blend of expertise, which was the result of our restructure which concluded in 2018, is the best fit for us and one which ensures the best outcomes for judicial learners. It is through multiple project teams, all operating concurrently, that the Institute delivers its programme of business. Please see below a selection of our highlights from this reporting year.

Domestic Abuse & Coercive Control

In response to the Domestic Abuse (Scotland) Act 2018, in January 2019 we launched the first ever blended learning programme for the entire professional court judiciary. In line with the approach of Police Scotland, the Crown Office and Procurator Fiscal Service (COPFS) and various victims' organisations, we issued a [press release](#) to mark this significant change to the crime of domestic abuse in Scotland.

The screenshot shows the 'Welcome to the Domestic Abuse Resource Kit' page. At the top right is the 'Judicial Institute for Scotland' logo. Below it is a portrait of Sheriff Alistair JM Duff. The main content area has a light grey background with a dark grey header bar. The header bar contains the title 'Welcome to the Domestic Abuse Resource Kit' and a small downward arrow icon. The main content area has several sections:

- Domestic Abuse Resource Kit**: A heading with a small downward arrow icon.
- Introduction**: A section describing the Domestic Abuse (Scotland) Act 2018, mentioning its implementation on 1 April 2019 and its two parts.
- Judicial Hub Help Portal**: A section about the help portal, which contains useful materials like instructional videos and contact information for the DEAL manager.
- Learning Overview and Objectives**, **The Crime**, **Coercive Control, Psychological Harm and Trauma**, **Prosecution**, **Case study and e-activity**, **Next Steps**, and **Supplementary Reading and Resources**: These are listed as expandable sections.

(The Online Domestic Abuse Resource Kit)

Responses from learners were incredibly positive:

*"First class course.
Stimulating, thoughtful and provoking";*

"Excellent, worked well, everyone contributing";

"Useful exchange of views giving rise to helpful discussions";

"A highly informative presentation, well delivered".



Highlights Continued

Judicial Hub

This year, our combined Virtual Learning Environment/Learning Management System and communications platform, the Judicial Hub, has gone from strength to strength as we have developed how we populate it with the most valuable content, keeping up with the pace of change in Scotland's courts. We have also further enhanced our approach to assessing the health of the content of the Hub. Finally, we have reduced our third party Hub suppliers from two to one. This approach improves our control of the Hub, our ability to develop it in ways that best meet the needs of judicial learners, and reflects the specialist capabilities of the digital leads in our newly restructured team.

Change Projects

We have worked closely with the Scottish Courts and Tribunals Service (SCTS) on their priority court and digital reform projects. Our role is to work closely with subject matter experts as well as to design and deliver instructional learning programmes on the Judicial Hub to support the changes. Throughout this reporting year, we worked on supporting the judiciary with the digitisation of simple procedure claims (*formerly small claims*) in Scotland, which is one of the most significant civil justice court reform projects in modern times.

Tribunals

This work moved through the conceptual and policy development phases and into the first year of implementation. Highlights included agreeing the tribunal training proposal with the Lord President, the President of Scottish Tribunals and the Chamber Presidents and holding the inaugural Judicial Education for Tribunals (JET) working group which is responsible for providing oversight and governance for tribunal training.

The screenshot shows the Judicial Hub dashboard with the following sections:

- KEEP UP-TO-DATE**: Includes a news item about new brief notes and a link to view news.
- Judicial Institute for Scotland Courses 2019**: Shows a thumbnail of an open book and a link to view now.
- Search the Hub**: A search bar with a help icon and a link to search.
- JI Latest Brief Notes**: A list of recent brief notes:
 - [CIV] Damages/Investment returns/periodical payments
 - [CRIM] Rape/Consent
 - [CRIM] Expert evidence
 - [CRIM/JP] S50A of the Criminal Law (Consolidation)(Scotland) Act 1995/Racial group
 - [CRIM/JP] RTA documents/Police authority
 - [CIV] Abortion / second stage of treatment / Judicial Review
- Hub Help Portal**: Includes links to Go to Help Portal, Hub Quick Start Guide, and SCTS IT Support.

(The Judicial Hub Dashboard)



Highlights Continued

Judicial Education Networks

The Deputy Director and Head of Education attended the Annual General Meeting of the European Judicial Training Network (*EJTN*) in Varna, Bulgaria in June 2018. Their attendance was part of our renewed focus on participating in and learning from our judicial education networks. The *EJTN* consulted on its draft strategy for the period 2021-2027 and our participation in this process contributed to the development of the Institute's first written strategic plan which was a focus in this reporting year.

The Deputy Director and Head of Education also attended the annual meeting of the UK & Ireland Judicial Studies Council (*UKIJSC*) in Northampton in October 2018. Colleagues from the Australian and Canadian Judicial Institutes were special guests at the 2018 *UKIJSC* meeting, and their contributions greatly enhanced the discussion and learning which took place regarding challenges we all face in designing and delivering judicial education.



Attendees of the Annual General Meeting of the European Judicial Training Network (*EJTN*) in Varna



Calendar of Judicial Institute Courses and Events

Our face to face programme is at the core of our business and allows us to respond to new and developing areas of interest for the judiciary. We delivered 37 days of training and hosted 15 days of judicial exchange during the reporting period.

April

Mentoring for Justices of the Peace (*5th*)

Unrepresented Accused for Justices of the Peace (*24th*)

Anonymising Opinions for Senators (*30th*)

May

Evidence and Intervention (*3rd*)

Visit by Thai Judges (*8th*)

Sheriff Induction (*14th*)

Summary Sheriff Training (*18th*)

June

Judicial Writing (*14th*)

Decision Making for Justices of the Peace (*21st*)

Judging in the Digital Age (*26th*)

July

Bilateral between the European Court of Human Rights and senior judges from across the UK
(*5-6th*)



Calendar of Judicial Institute Courses and Events Continued

September

Evidence and Intervention (*6th*)

Courtroom Communication for Justices of the Peace (*13th*)

Judicial Institute Lecture (*27th*)

October

Summary Sheriff Induction (*1-5th*)

EJTN Judge Exchange Visit (*3-9th*)

Adoption and Permanence (*9th*)

Road Traffic for Justices of the Peace (*16th*)

Visit by Singaporean Judges (*17-19th*)

Visit by Lebanese Judges (*29-31st*)

November

Visit by Lebanese Judges (*from 29 October-1st*)

Justice of the Peace Induction (*5-6th*)

Unrepresented Accused for Justices of the Peace (*13th*)

Train the Trainer (*19th*)

Roads Less Travelled (*20th*)

December

Sheriff Appeal Court Training (*7th*)

Decision Making for Justices of the Peace (*11th*)



Calendar of Judicial Institute Courses and Events Continued

January

Civil Case Management (*9th*)
Solemn Case Management (*17th*)
Mentoring for Justices of the Peace (*23rd*)

February

Domestic Abuse and Coercive Control (*4-5th*)
Road Traffic for Justices of the Peace (*18th*)
Preliminary Hearings for Senators (*25th*)

March

Summary Sheriff Training (*4th*)
Courtroom Communication for Justices of the Peace (*7th*)
Temporary Judge Induction (*11th*)
Adoption and Permanence (*12th*)
Taking Evidence on Commission for Senators (*25th*)



Illustrative Examples from the Prospectus

In the reporting year 2018-19 we offered, as usual, a varied programme as listed in the previous section.

A key element of our work is to deliver induction to new judicial office holders. In 2018-19 we delivered induction to 18 JPs, six Summary Sheriffs and five Sheriffs and we continue to work closely with JABS on coordinating the cycle of appointment and induction.



Domestic Abuse and Coercive Control

The Domestic Abuse (Scotland) Act 2018 created a new crime of domestic abuse arising from a pattern of behaviour and involving psychological harm. This is based on the concept of '*coercive control*' which is one of the recognised typologies of domestic abuse.

This was a significant change to the law surrounding domestic abuse in Scotland and the Lord President required that the entire professional court judiciary in Scotland be made sufficiently aware of the new provisions. The Judicial Institute training response to this requirement was unique in the history of the Institute. We launched a blended learning package for the entire professional court judiciary well in advance of the implementation of the legislation in April 2019. This training response was the culmination of over a year's work with contributors from across the justice sector.

 In January 2019, the Institute launched a three hour online learning package in the form of the Domestic Abuse Resource Kit ('DARK'). It was comprised of video lectures, interactive legislative flowcharts, interviews with trauma and child trauma experts and Scottish Women's Aid, a COPFS FAQ sheet, an interactive e-activity testing understanding of the new crime, and supplementary reading.



Illustrative Examples from the Prospectus Continued

Commencing in February 2019, we started to deliver the first of eight six hour, highly participative and interactive face to face courses. It is only possible to participate fully in these after full completion of the three hours of online learning. Building on the online learning, these face to face courses looked more deeply at the complexity of court scenarios that could arise from the new legislation. This was done through mixed learner groups comprising Senators of the College of Justice and Sheriffs.

It will take the Institute until early 2020 to train the entire professional court judiciary face to face. As part of our usual continuous improvement approach, we reviewed the feedback received from learners on the February 2019 courses and monitored the first cases in court. In the next reporting year we will make changes that will enhance the learning for future groups.

This model has become the new standard for blended learning for the Scottish judiciary and will influence how courses are crafted moving forward.

Simple Procedure and Digital Reform

Simple Procedure claims were formerly known as Small Claims in Scotland. In our Civil Case Management and Judging in the Digital Age courses, and with over 50 Sheriffs in total we performed a real-time simulation of the new, online simple procedure claim being progressed. Four SCTS court clerks facilitated the training, each performing the role of the pursuer, respondent, court clerk and judge. This design allowed judicial learners to develop their practical understanding of the new court process. This was the first time SCTS court staff had contributed in this particular way to judicial education through the Judicial Institute. We are grateful to our SCTS colleagues for their contribution to this important area of learning for Sheriffs around court reform.



JI Biennial Lecture

The Judicial Institute Biennial Lecture took place on 27 September 2018 and was hailed as a great success by attendees. The lecture itself was given by Judge Tim Eicke, who sits in the European Court of Human Rights (*ECHR*). Judge Eicke spoke on '*the role of the ECHR in a post-truth, post-trust Europe.*' The Judicial Institute Lecture is an opportunity for the judiciary, professionals and contributors the Judicial Institute works with all year to come together to learn and enjoy the event. It is also an opportunity for the entire Institute team to work together to prepare for a large scale event, and is a highlight of our calendar.





Judicial Hub Resources

A summary of the changes made to our resources on the Judicial Hub in 2018/19 is provided below.

Justice of the Peace (JP) e-Resources

In winter 2018, the JP e-resources on the Judicial Hub were reviewed and refreshed to improve overall design and functionality. The page is now more intuitive, as content has been rearranged and topics have been alphabetised. The 2018/19 audit has been a successful project, and will inform how we overhaul the design and functionality of other areas of the Judicial Hub which will be a priority in the coming year.

The Jury Manual

The Jury Manual Sub-Committee agreed a number of revisals, taking account of case law and new legislation. We are grateful to the members of the Jury Manual Committee, the Sub-Committee Chair, Lord Matthews, and to Sheriff Lindsay Foulis who prepares our revisals for each meeting.

Civil Bench Book

The Judicial Institute is very grateful to Sheriff Tom Welsh and Sheriff Aisha Anwar for their work on the overhaul of the Civil Bench Book, which was launched in February 2019. Sheriff Anwar continues to provide amendments to other chapters as and when required.

The Equal Treatment Bench Book

The Judicial Institute continues to host the Equal Treatment Bench Book on the Judicial Hub. Sheriff Frank Crowe will lead a root and branch review with the overhaul of the Bench Book in 2019/20, which will be supported by Sheriff Alistair Duff, Director of the Judicial Institute, as well as a raft of specialists.

Sentencing Checklist, Sexual Offences Checklist and Statutory Penalty Guide

Sheriff Nigel Morrison QC continues to update both the Sentencing and Sexual Offences Checklists. We continue to update the Statutory Penalty Guide with any new or amended offences and the penalties applicable under the appropriate legislation. Sheriffs and Senators may find these resources useful both on and off the bench.



Key Partnerships & Visits

Visit to Malta, 20 April 2018

The Director presented a session on domestic abuse to a group of Maltese judges on the invitation of Warwick University, who provide such training to Maltese professionals.

Visit by Thai Judges, 8 May 2018

The Judicial Institute hosted a delegation of over 30 Thai judges.

Highlights included a tour of the Learning Suite and various talks, including a talk from Lord Malcolm on judicial case management in civil matters and a talk by the Executive Director of the Judicial Office for Scotland on the Scottish Courts and Tribunals Service and the role of the Judicial Office.

Conference on Human Trafficking, Belfast, 31 May 2018

The Director and Lord Mulholland were invited to this conference by the Judicial Studies Board of Northern Ireland, the subject of which was the operation of the prosecution policy for victims of human trafficking as it is variously applied across the UK.

European Judicial Training Network (EJTN) 2018 General Assembly, Varna, Bulgaria, 14-15 June 2018

The Deputy Director and Head of Education travelled to Bulgaria for this event.

There, they were consulted on and contributed to the EJTN draft strategic plan for the period 2021-2027 which centred around modern judicial training priorities. This exercise also informed the Institute's own strategy development which was under development at the time. They also considered how to enhance the Institute's contribution to the work of the EJTN.

Visit to Beirut, 3-8 June 2018

At the invitation of the British Embassy, the Director travelled to meet with Lebanese judges, lawyers and prosecutors, as well as Non-Governmental Organisation actors in the fields of criminal justice and human rights and Embassy representatives. The Director provided the Embassy with a report, which included a recommendation that Lebanese delegates visit the Judicial Institute to exchange ideas of good practice.

Visit to Court of Justice of the European Union (CJEU), Luxembourg, 17-19 June 2018

Along with a group of other Scottish judges, the Director met with judges of the Court of Justice in Luxembourg. Papers of mutual interest were presented and the delegates were given a tour of the Court.





Key Partnerships & Visits Continued

Strasbourg Bilateral Conference, 6 July 2018

Senior members of the judiciary from Scotland, England & Wales, Northern Ireland, the UK Supreme Court and the European Court of Human Rights attended this event, organised by the Lord President. Judges were invited to present papers on different topics and this was followed by discussion.

Human Rights Leadership Forum, 10 September 2018

This forum was organised by the Deputy Director with Legal Assistant support, to facilitate a meeting of the First Minister's Advisory Group on Human Rights Leadership with senior members of the judiciary. More information on the Advisory Group can be found here:

<https://humanrightsleadership.scot/>

European Judicial Training Network Judge visit, 4-9 October 2018

Through the EJTN we hosted Judge Patricia Costa of the Centro de Estudos Judiciários for a short visit. Her time here included meeting with the Judicial Institute team, attendance at the Summary Sheriff Induction course and the Jury Manual Meeting.

UKIJSC, Judicial College, Northampton 10-12 October 2018

The Chair, Deputy Director and Head of Education attended the annual meeting of the United Kingdom and Ireland Judicial Studies Council

(UKIJSC): a culmination of the organisations responsible for judicial studies within the UK and Ireland. This annual meeting retains our relationship with colleagues in the Republic of Ireland who will be our nearest EU neighbour post-Brexit. The Chair gave a speech on the work of the Judicial Institute over the last year.

Singaporean Judges' visit, 19 October 2018

The Deputy Director hosted and coordinated a visit from a delegation of six judges from Singapore, the purpose of which was to provide an insight into how the needs and challenges of vulnerable adults are addressed in Scotland. Highlights included observing the Adults with Incapacity courts and presentations at the Judicial Institute by the lead on the legislative revisions in the Scottish Government, as well as from the Care Inspectorate, the Public Guardian and a leading author in this area.

ECFR and EJTN Conferences, Vienna, 22-26 October 2018

The Director attended two events in Vienna. The first was a conference examining the challenges of engaging with the European Charter of Fundamental Rights (ECFR) in court proceedings. The second, arranged to follow the first, was an EJTN Conference, the theme of which was "*Judicial training strategy: turning challenges into opportunities.*"





Key Partnerships & Visits Continued

Lebanese Delegates' Visit, 29 October - 1 November 2018

The Judicial Institute hosted delegates from Beirut, including Military Tribunal judges, a representative from the Investigation branch of the Armed Forces, prosecutors and Embassy staff. The delegates were particularly interested in DNA, mobile phone/computer analysis, prison video links and recording of police interviews. Highlights of the four-day visit included witnessing the prison video link in Edinburgh Sheriff Court, hearing presentations on '*Mobile phone and computer analysis*' from Police Scotland and a presentation from Lord Pentland on '*Judicial case management and trial issues*'.

Commonwealth Judicial Education Institute (CJEI) Biennial Meeting, 13-20 November 2018

The Deputy Director travelled to Port of Spain, Trinidad and Tobago to attend the CJEI Biennial meeting. During her visit, she also met with representatives from the Foreign and Commonwealth to discuss potential knowledge sharing between the Judicial Institute and the judiciary in Trinidad and Tobago.

Visit by the Justice Committee, 31 January 2019

The Judicial Institute hosted the Justice Committee of the Scottish Parliament in early 2019.

The Director provided a presentation on the work of the Institute and the visit was supported by the Deputy Director and Head of Education. The Executive Director represented the Judicial Office at this visit.

Four Jurisdictions Family Law Conference, 1-2 February 2019

The Deputy Director attended this event, an annual conference involving solicitors, advocates and judges from all four UK jurisdictions. In recent years it had been held in Dublin and Belfast but this was its first visit to Scotland since 2016. Speakers from across the four jurisdictions, including Lady Wise and Lynda Brabender QC, provided updates on a variety of topics, including Vulnerable Witnesses, Division of Assets on Divorce and International Enforcement of Financial Orders.

Visit to Tashkent, Uzbekistan, 11-15 February 2019

The Director visited Uzbekistan to meet with members of the Judiciary and the Prosecution service. The Director gave several presentations on judicial training in Scotland and on the criminal court system generally.

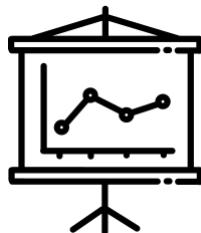
Visit from Victims' Taskforce, 6 March 2019

The Judicial Institute hosted a meeting of the Victims' Taskforce, led by Cabinet Secretary for Justice, Humza Yousef, MSP and Lord Advocate James Wolffe QC.





Digital Enhancements



Creation of the Domestic Abuse Resource Kit

Development of this resource required respect for the subject matter and a considerable amount of collaboration amongst all involved parties including educationalists, digital specialists, external consultants and third party contributors. This resource will set a new standard for the Judicial Institute in course content publication methods, and resource creation in regards to blended learning which will influence how courses are crafted moving forward.

It is the intention of the Judicial Institute to deliver all courses to a standard of excellence and we hope this experience will improve upon the next instalments of all Judicial Institute courses. To this end we have reduced our use of consultants and reliance on third party suppliers. This is part of an in-sourcing model which sees us reduce costs and at the same time upskill our existing team so that they can design increasingly more ambitious learning interventions in response to modern judicial challenges.



Migration of Judicial Library Database and Search Function

The Judicial Institute specialist digital leads have been heavily involved in the migration of the Judicial Library database (*formerly known as the Judicial Orb*) to ensure the continuing legacy of existing resources and guidance. The database was previously maintained by an external provider, but is now maintained in-house by the Judicial Institute.

In bringing the maintenance of this database '*in-house*', the JI has had an opportunity to make full use of the versatility and technical capabilities of team members. This project has been highly technical and has allowed team members to train and develop new skills in archiving content which had existed from the inception of the Judicial Hub and the Judicial Library database.



Digital Enhancements Continued

Development of Integrated Case Management System (**ICMS**) Course and Training Materials

In spring 2019, a specially convened Judicial Institute team supported the development and launch of the updated online judicial toolkit on the new Simple Procedure online court process, Civil Online. This update included the creation of a new screencast video following the journey of a user accessing resources and included an audio voiceover and transcript of the process.

This was the first time the Institute had adopted a screen cast as our instructional training response for the judiciary on technical and procedural changes to court process. Initial responses have been positive and we will review this learning method in the light of ongoing court reform involving digital change.

Upskilling the Judicial Institute Team

The Judicial Institute has improved the quality of practical software packages in current use and this will in turn ensure that the Judicial Institute has a modern and healthy skills matrix. Having a healthy skills matrix in an era of constantly evolving digital applications and offerings will ensure that the Judicial Institute is aware of new avenues of resource and course creation. The Judicial Institute team's digital members have been given practical opportunities to develop their skills through the internalisation of previously "outsourced" project requirements.



This included audio visual resources, digital document publishing and technical work across the Judicial Hub.

As part of our commitment to developing the skills of our team, we also have one team member undertaking a part-time course on digital learning at The University of Leicester, which is fully funded by the SCTS.



Justices of the Peace

JPs must attend six hours of Judicial Institute training within three years of their appointment to judicial office and thereafter six hours every three years. This complements significant amounts of locally delivered Sheriffdom training.

We run four core courses with each course running twice per year. The four courses are Courtroom Communications, Unrepresented Accused, Road Traffic and Decision Making and Sentencing.

We are confident that this approach meets the core training needs of Scotland's JPs. The Institute provides a significant amount of choice, both in terms of course topics and number of spaces available, on JP courses.

In March 2019, we submitted our Annual Report on JP training for the training period January – December 2018 to the Lord President. This report fulfils our statutory obligation set out in the Justices of the Peace (Training and Appraisal) (Scotland) Order 2016.

The end of this reporting year also marked just short of the first two and a half years of the first training cycle, which commenced in January 2017 and will end in December 2019. We are delighted to report consistently high levels of attendance and learner participation by JPs from across the country.



Tribunals

Further to the appointment of the first Head of Tribunal Training at the Judicial Institute, an extensive scoping exercise was completed which resulted in the development of a tribunal training proposal. This was subsequently agreed in principle with the Lord President, President of Scottish Tribunals and the Chamber Presidents.

The proposed tribunal training model provides a light-touch system of quality assurance which will ensure that tribunals will continue to run high quality specialist training. This training model seeks to strengthen and support the existing tribunal training which is currently being delivered.

One of the key developments has been the creation of a Judicial Education for Tribunals (*JET*) working group which is responsible for providing oversight and governance for tribunal training. This working group is judge-led by the Chamber Presidents of the First-tier Tribunal (*FtT*) for Scotland, the President of the Mental Health Tribunal for Scotland and representatives from the Judicial Institute.

The Judicial Institute also developed its existing Train the Trainer course to include Scottish tribunal members who deliver training. This course was well received by all participants and provided support and guidance on undertaking learning needs analysis, design and delivery of training.

In terms of future priorities, we will be working together to fully implement the quality assurance framework, establish the *JET* group, design and deliver Tribunal Craft core training and develop the Judicial Hub as a key source of learning and support materials for members of Scottish tribunals.





Judicial Institute for Scotland

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'Supporting justice in Scotland through the provision of the highest standard of judicial training and education.'

