

## SATURN WORKING GROUP JUDICIAL TIME MANAGEMENT



## CASE-WEIGHTING TOOL

- **AIM:** Tool to provide guidance on how to effectively design and implement case-weighting
- **STATE OF PLAY:** Preliminary draft examined
- **KEY POINTS:** focus on courts, revision of the definition on case-weighting, steps for development of case-weighting

## CASE-WEIGHTING TOOL

- **CONTENT:** introduction, the concept of case-weighting, basic principles, objectives, steps for development, steps for implementation, monitoring and review, 12 recommendations
- **NEXT STEP:** Draft to be examined at the next SATURN meeting in April 2025

# CASE-WEIGHTING TOOL - EXAMPLE

TABLE – Formula Elements Based on Extracted and Sampled Data					
FORMULA ELEMENT		AVERAGE CALCULATED VALUE			
Values indicated are averages based on case file sampled or extracted data.		Case Type 1		Case Type 2	
		Standard	Complex	Standard	Complex
1	Minutes/Year of Judge Time				
2	Legal Basis of Case				
3	Occurrence of No.2 in collected-analyzed cases				
4	Number of incoming Documents per Case				
5	Pages/Subsequent Document				
6	Pages/Commencement Document				
7	Action Documents/Case				
8	Interim Hearings/Case				
9	Minutes/Interim Hearing				
10	Final Hearings/Case				
11	Minutes/Final Hearing				
12	Pages/Final Decision				
13	Case Duration in Days				
<p>Item 1 is based on estimate used in selected courts</p> <p>Item 2 selection is based on discussions with Expert Panel of Judges.</p> <p>Items 3, 4, 7, 8, 10 and 13 are based on extracted CMS data.</p> <p>Items 5, 6, 9, 11 and 12 are based on manually sampled casefiles, averaged for standard and complex.</p>					

## TIME MANAGEMENT CHECKLIST FOR PUBLIC PROSECUTION SERVICES

- **AIM:** Tool to help prosecutors to analyse all possible measures taken to prevent excessive delays in proceedings and propose new measures
- **STATE OF PLAY:**
  - Time Management Checklist and Explanatory Note
  - consultation with the CCPE
  - comments integrated

## TIME MANAGEMENT CHECKLIST FOR PUBLIC PROSECUTION SERVICES

➤ **CONTENT:** 7 indicators and 56 questions with each question explained in the Explanatory Note

- Evaluating the total duration of proceedings
- Establishing case categories, case weighting and timeframes
- Monitoring, diagnosing delays and mitigating consequences
- Using ICT and AI

➤ **NEXT STEPS:** present for adoption by CEPEJ

# TIME MANAGEMENT CHECKLIST FOR PUBLIC PROSECUTION SERVICES

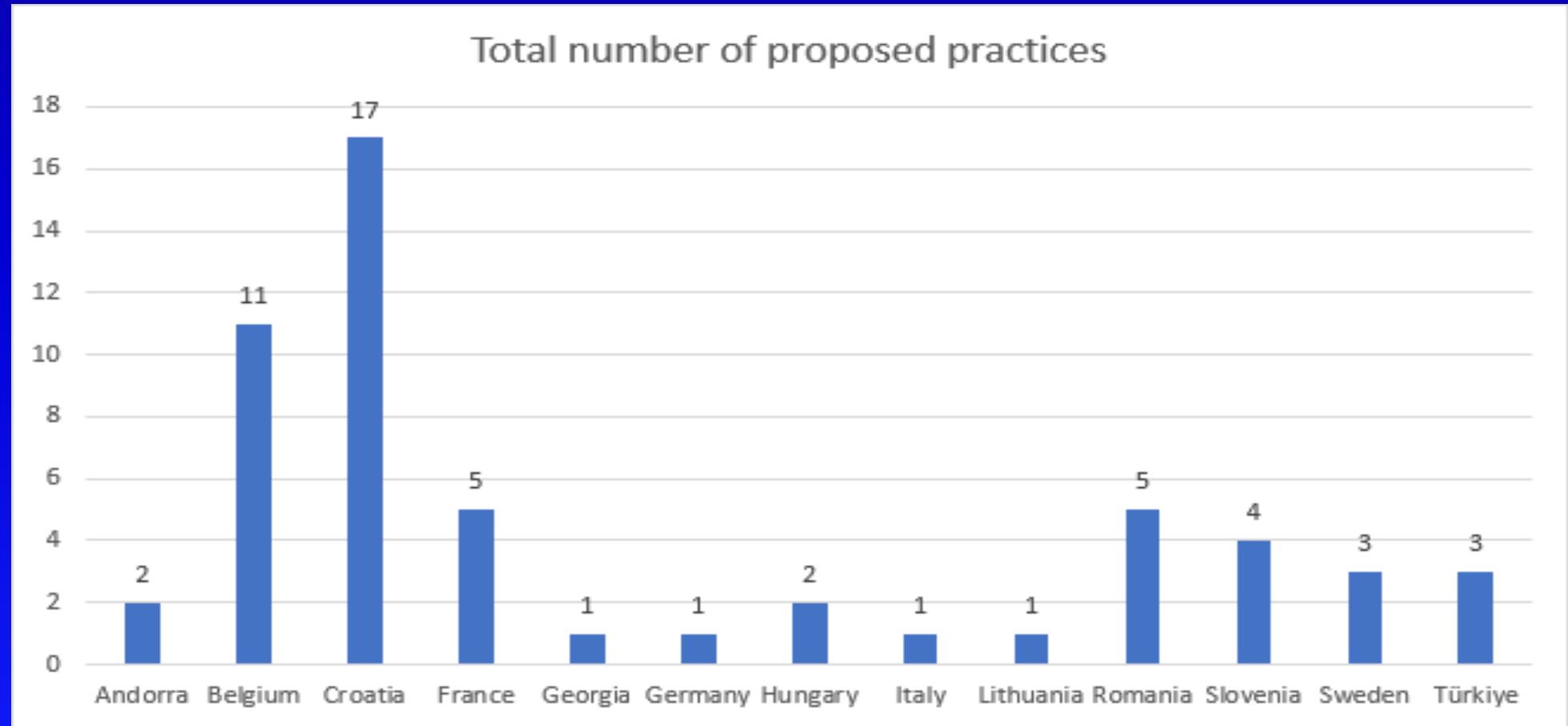
#	Question	Answer	Comment/NA/NAP
1.a.	Does the prosecutor/prosecution service track the duration of the case from the opening of an investigation, through the different case events, until the end of the intervention of the prosecution in the judicial proceedings (e.g. judgment, execution of the judgment, execution of an alternative prosecution, etc.)?	Yes/No	
1.b.	Does the prosecutor /prosecution service track the duration of the case from the opening of an investigation until the end of the prosecution, even if a case is transferred to another prosecutor with different material or territorial jurisdiction?	Yes/No	
1.c.	Does the prosecutor assign a unique case number from the initial act (case filed with the prosecutor for the first time) to the final court decision, including enforcement procedures?	Yes/No	
1.d.	Is the original date of filing of the case still used for calculating the duration of the proceedings, when cases are merged or separated?	Yes/No	

## RESOURCE CENTRE ON BACKLOG REDUCTION PRACTICES

- **AIM:** Tool to collect backlog reduction practices
- **STATE OF PLAY:** [webpage](#)
- **NEXT STEPS:** collection of practices - 2nd call for submissions of practices from States



## RESOURCE CENTRE ON BACKLOG REDUCTION PRACTICES



## LENGTH OF STAGES OF THE CIVIL PROCEDURE

- **AIM:** Take stock of the situation in countries regarding deadlines and delays in 7 stages of the civil procedure
- **STATE OF PLAY:** preliminary comparative analysis examined based on information from pilot courts from 8 countries

## LENGTH OF STAGES OF THE CIVIL PROCEDURE

- **CONTENT:** description and analysis of steps: serving documents, filing a response to the legal action, preliminary hearing, issuing written judgments, filing an appeal
- **NEXT STEPS:** detailed analysis based on collection of comprehensive data (interviews and legislative research)

## LENGTH OF STAGES OF THE CIVIL PROCEDURE - EXAMPLE

### Issuing a written judgment

		Deadlines prescribed by laws/regulations (in days)	Estimated duration of the procedural step (in days)
1.	Italy	30	30 /180
2.	Poland	14	30
3.	Finland	30	
4.	Germany	21	
5.	Portugal	30	30
6.	Slovakia	30	30
7.	Slovenia	30	30
8.	United Kingdom	56	28

## WORKLOAD MEASUREMENT TOOL IN THE COURTS

- **AIM:** Study taking stock of the existing tools and drawing conclusions from their analysis
- **STATE OF PLAY:**
  - 27 nominations submitted from CEPEJ members
  - Questionnaire sent with deadline 30 November
  - 18 replies from 17 countries received
- **NEXT STEPS:** analysis of the replies to the questionnaire by scientific experts

## CEPEJ PILOT COURT MEETING - PROPOSAL

- Strasbourg, 10 April 2025 – 18<sup>th</sup> edition
- Plenary and workshops
- **MAIN THEMES:** work-life balance, AI and efficiency of justice, quality of judicial debate

## **JUDICIAL TIME MANAGEMENT FOLLOW-UP**

**CEPEJ MEMBERS INVOLVEMENT NEEDED:**

**❖ PLEASE FILL IN THE FORM WITH BACKLOG  
REDUCTION PRACTICES**

**SATURN WORKING GROUP  
JUDICIAL TIME MANAGEMENT**

**Thank you for your attention!**