



Royal Court of Jersey
Judicial Greffe & Viscount's Department

2026 Business Plan – COURT SERVICE

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Information on department purpose, context and structure can be found on www.courts.je.

Judicial Greffe Key Objectives

Our key objectives for 2026 are:

Court Administration

Provide an efficient and effective administrative service to the Royal Court, the Court of Appeal, the Family Court, the Magistrate's Court, Youth Court, Petty Debts Court and the Tribunals Service.

Judicial Functions

Perform Judicial and administrative functions in relation to Family Proceedings, Interlocutory Matters and other Judicial functions of the Judicial Greffier.

Management of Registries

Provide a Public Registry, Intellectual Property Registry and Probate Registry.

Improve Accessibility and Efficiency

Strive to increase accessibility and efficiency across the courts including through the Court Digital Programme.

Election Functions

Provide effective and impartial administration of voting and registration processes.

Viscount's Department Key Objectives

Our key objectives for 2026 are:

Enforcement and seized asset management

Efficiently and effectively execute and enforce Court orders, including those made with respect to the seizure and management of property.

Coroner Service

Provide an efficient Coroner service that, working together with our partners, delivers the effective and timely investigation of sudden and unexpected deaths.

Insolvency

Conduct efficient and effective bankruptcy proceedings, giving procedural advice to the Courts and external parties, maintain a register of approved liquidators and insolvency administrators

and investigate complaints about their conduct.

Delegates

Deliver delegate services of last resort (property and affairs) as required by the Royal Court to Islanders in need and provide oversight of decision making by other delegates and attorneys to assist the Court to make timely and appropriate decisions in their best interests.

Management of Juries

Operate the jury selection procedure and manage requests for exemption from potential jurors and the jury empanelled for each jury trial in accordance with the law.

Improve Accessibility and Efficiency

Promote accessibility and delivery efficiencies through continuous improvement of processes and systems and by increasing cost recovery where appropriate.

Service Performance Measures

Judicial Greffe

Our Service Performance Measures for 2026 are:

Court Administration

Embed a new Case Management System in the Royal Court and Magistrates Court.

Implement a new Document Management System across the Courts and Tribunal Service.

Seek to continuously improve court processes.

Enhance risk management.

Update and test Business Continuity Plans including running a cyber security exercise.

Draft and/or implement Rules of Court including:

- the Marriage and Civil Partnership (Dissolution and Separation) Rules 202-
- Rules for the Family Division Registrar (Change of Status and Title) Law.
- Rules for the Children's and Civil Status Law, the Assisted Dying Law and the Tax Tribunal.

Review fees for the Probate and Protection Division and amend related legislation.

Engage with policy development and respond to legislative changes including but not limited to:

- The Draft Sexual Offences (Jersey) Amendment Law 202

- The Criminal Justice (Young Offenders- Additional Supervision) Regulation 202 , amendments to the Companies (Jersey) Law 1991 and to the legislation governing the Social Security Tribunal.

Conduct building security review in conjunction with the Bailiff's Chambers (carried over from 2025 due to workload pressures in the Bailiff's Chambers) .

Judicial Functions

Identify and implement steps to enhance the smooth running of the Court for the benefit of all users and stakeholders.

Identify and implement improvements to the date fixing process in conjunction with the Bailiffs Chambers.

Issue new and updated Practice Directions where required.

Management of Registries

Set up and administer the new Rent Tribunal.

Respond to amendments in legislation including the Wills and Successions Laws and Stamp Duties Law.

Review Practice Directions and Codes of Practice in relation to review of the Capacity and Self Determination Law.

Implement updates to the Public Registry Pride Database.

Accessibility and Efficiency

Enhance the information provided on www.courts.je to ensure it is comprehensive and user-friendly.

Identify and action improvements to the new online payment system.

Update format and content of Annual Reports.

Continue to implement outcomes of Strategic Workforce Planning initiative.

Viscount's Department

Our Service Performance Measures for 2026 are:

Across the Department

Continue to develop the content of our website on www.courts.je to provide more comprehensive and user-friendly information to the public about both the delivery of our functions and how they access our services. Continue to promote and develop our advertising of career opportunities in the Department through the public service careers website and our own website.

Enhance and test business continuity planning

Respond to legislative changes and initiatives. This will include, but may not be limited to:

- The conduct of Treasure Inquests;
- Providing input on the development of insolvency and administration procedures for companies established under the Companies (Jersey) Law 1991; and
- Participating in a working group to progress amendments to the Mental Health (Jersey) Law 2016 and the Capacity and Self-Determination (Jersey) Law 2016.

Continue to implement outcomes of Strategic Workforce Planning initiative.

Enforcement

Efficiently enforce and execute Court Orders while identifying and implementing any changes to our enforcement processes that are required to respond to changes in legislation or other circumstances.

Seize and manage assets that may be the proceeds of crime or that may have been used for criminal purposes pursuant to the directions of the Royal Court; and execute confiscation and forfeiture orders by realising assets in an appropriate way.

Coroner Service

Implement and embed a new Case Management System for coroner cases.

Together with the Government of Jersey Police and other partners, develop working practices that enable the efficient and timely delivery of inquests.

Contribute to Government policy and legislative development in relation to the management of deaths.

Insolvency

Conduct efficient and effective bankruptcy proceedings and insolvency checks.

Maintain a register of approved liquidators and insolvency administrators and conduct and conclude timely investigations into any complaints received about their conduct.

Delegates

Continue to provide delegate services of last resort (i.e. management of individual's property and affairs) to Islanders who are in need but do not have relatives or friends able to support them.

Effectively and expeditiously investigate representations made about the conduct of delegates and attorneys and present information to the Royal Court to enable it to make timely and appropriate decisions in Islanders' best interests.

Management of Juries

Operate the jury selection procedure to ensure a Jury is empanelled for each scheduled jury trial in accordance with the law.

Manage and respond to requests for exemptions from Jury service from potential jurors in a way that is fair and lawful.

Continue the project commenced in 2025 to implement the new Jury selection software to improve efficiency.