

## Minutes of the Civil Procedure Rule Committee

Friday 5<sup>th</sup> November 2021 (via video conference)

### Members attending

Lord Justice Birss, Deputy Head of Civil Justice (Chair)  
Mr Justice Kerr  
Mr Justice Trower  
His Honour Judge Jarman QC  
His Honour Judge Bird  
Master Cook  
District Judge Parker  
Brett Dixon  
Masood Ahmed  
Lizzie Iron  
Dr Anja Lansbergen-Mills  
John McQuater  
Isabel Hitching QC  
Tom Montagu-Smith QC  
David Marshall

### Apologies

District Judge Cohen

### Item 1 Welcome, Minutes, Action Log & Matters Arising

1. The minutes of the meeting on 8<sup>th</sup> October 2021 were **AGREED**.
2. As a matter arising, the Chair observed that a date and time is now fixed for Richard Viney's Memorial Service. Regrettably the Chair is unable to attend due to a speaking engagement abroad, but was pleased to note that the Committee will be represented.
3. The Action Log was duly **NOTED**. The following updates were provided:
  - **Damages & Money Claims Committee - Terms of Reference (AL(21)77)**  
It was confirmed, from the Chair, that having not received any objections to the revised terms of reference, they can now be taken as **AGREED**.
  - **Online Rules Migration – Update**  
The Chair advised that the Working Group (chaired by Mr Justice Pepperall) has been notified of a further extension to the current *Justice* web site, meaning the revised timeline for migration to gov.uk is now circa Spring 2023. Whether this extra time allows any opportunity to consider the s.2(7) Sub-Committee's "LOOP" (Library of Online Procedure) concept is unknown at this stage, as are any implications in regard to the Online Procedure Rule Committee (OPRC) which continues its passage through Parliament within the Judicial Review and Courts Bill.
  - **CPR Part 54 and the Environment Bill – Update (AL(21)54 & AL(21)90)**  
The Chair advised that Mr Justice Holgate has prepared some revised drafting to PD54D in anticipation of the Environment Bill becoming an Act. DEFRA initially appeared before the CPRC in June 2021 concerning anticipated amendments in consequence of the Environment Bill and DEFRA officials are due to report back following analysis of their consultation responses. As such, a meeting is being set

up with DEFRA, Mr Justice Kerr, His Honour Judge Jarman QC, drafting lawyers and others to discuss the matter.

The revisions to PD54D, of a consolidating nature only and nothing to do with the Environment Bill, that were agreed at the October CPRC meeting, are due to enter into force as part of the next mainstream CPR Update. This is due to be signed in January, published in February and in-force in April 2022. PD54D can be further amended if/when the Environment Bill becomes an Act.

Further rule/PD changes in consequence of the Judicial Review and Courts Bill can also be considered as necessary in due course.

- **Small Claims Sub-Committee – Update (AL(21)72)**

The Sub-Committee, being led by co-opted Chair, Her Honour Judge Clarke (Designated Civil Judge for Thames Valley) is due to report at the December CPRC, having been delayed due to leave.

## **Item 2 Renting Homes (Wales) Act CPR(21)58**

4. His Honour Judge Jarman QC briefly introduced the matter. This has been before the CPRC on several previous occasions. The Sub-Committee had, until recently, been led by the late Richard Viney, to whom members and officials remain indebted for his substantial contributions.
5. Some practical consequentials, such as form changes, remain ongoing and officials are in contact with the Welsh Government concerning that, before referring final drafts to the Forms Sub-Committee.
6. Implementation was subject to confirmation, but understood to be Autumn 2022.
7. The final draft proposals now reflect amendments agreed and further amendments considered at the meeting on 11<sup>th</sup> June 2021. Katie Fowkes (drafting lawyer) took the Committee through the amendments in detail, during which various drafting points were discussed. District Judge Parker had provided some preliminary drafting points out-of-committee, which had been considered. Additional points were also made in relation to r.55.45 regarding fixing a hearing and to r.55.45(3)(i) viz claims under section 36, but the Chair did not consider these to be pure drafting points and requested that any substantive points be reviewed out-of-committee.
8. A discussion on the drafting notes ensued, which can be summarised as follows.
9. **PD55A:** In relation to PD55A, paragraph 11.4, DJ Parker raised whether there should be reference to a claim form as there is already a reference to the claim form for an extended possession order. However, at this stage it is unclear how many Welsh Housing claim forms there will ultimately be. Drafting lawyers are aware of this and the structure of this provision will be re-visited once the final list of claim forms is confirmed; this was duly **NOTED**
10. **PD56A:** Given the Committee's view on not repeating definitions, drafting lawyers have further reviewed the provision at paragraph 1.1 of PD56A and consider that rule definitions do apply to any accompanying PD as well, without the need to say anything further. However, the definitions in the Renting Homes (Wales) Act 2016, ("the 2016 Act") will not apply unless that is stated specifically here, but if the 2016 Act definitions are just referred to, the question was raised as to whether users might look in the 2016 Act for a definition of "Renting Homes (Wales) claim", which is purely a CPR definition. An alternative was presented so as to not undermine the rule/PD definition link, but with the advantage of highlighting to users that not all definitions are in the 2016 Act, meaning that they would

need to look at CPR Part 56 as well. HHJ Jarman was supportive in these circumstances, whereupon it was **AGREED**. It was also **AGREED** that a signpost at paragraph 1.2 suggested by Welsh Government lawyers was not necessary. The decision in June to remove paragraphs 2.1 and 2.2 in the interests of brevity, was confirmed. Drafting lawyers had anticipated Mr Viney intending to discuss the possibility of proposing some addition to Part 8 instead, possibly to the table in Section B of PD8A, but the Committee did not consider that necessary.

11. David Hamilton (MoJ) updated the Committee as regards the outstanding fees point in relation to permission to make an application out of time (ref paragraph 2.3 of PD56A), which was duly **NOTED** and it was **AGREED** that if the position is not settled as expected, MoJ policy should revert to the CPRC at the earliest opportunity.

12. **Part 65 Section III:** Welsh Government lawyers suggested qualifying the latter part of the title, thus, "... Applications in England to suspend the right to buy ..." and this was **AGREED**. During the discussion, DJ Parker considered, court users would not be confused if there was no reference to England and favoured limiting the number of words. However, HHJ Jarman supported the approach of adding it in, because the position is different in Wales, where the right to buy scheme has been reformed and no longer exists.

13. It was **RESOLVED:**

- The minutes of the 11<sup>th</sup> June 2021 meeting refer to a recast of r.55.46, but on reflection the recast was to 55.45, instead.
- Re-cast paragraph 1.1 of PD56A with: "In addition to any relevant definitions in Part 56, particularly those in rule 56.5 which all apply to this practice direction in any event, terms defined in the 2016 Act have the same meaning in this practice direction."
- Amendments to CPR Part 55 (Possession), PD55A (Possession Claims), PD55B (Possession Claims Online), Part 56 (Miscellaneous Provisions re Land), a new PD56A (Renting Homes (Wales) Claims, Part 65 (Anti-Social Behaviour & Harassment) and PD65 were **AGREED, SUBJECT TO FINAL DRAFTING** and for inclusion in the next mainstream CPR Update, subject to settling an in-force date.

14. It was **NOTED** that:

- PD55C (Coronavirus) has not been amended at this stage because it is due to come to an end before the Renting Homes (Wales) Act related amendments are due to come into force.
- Any revisions to the PAP for Housing Disrepair cases remains subject to the Civil Justice Council's review on PAPs generally. However, one revision has provisionally been made to the PAP's introductory note reflecting comments received, out-of-committee by HHJ Jarman.
- Work on revisions to court forms is ongoing.

15. **Actions:** (i) In consultation with the Sub-Committee, drafting lawyers to finalise drafting, having considered any further points (ii) Amendments to be incorporated into the next mainstream CPR Update, subject to the in-force date being settled (iii) MoJ to revert to the CPRC if the fee is not set as expected (iv) MoJ drafting lawyers & policy officials to produce a "wash up" paper as required.

### Item 3 Online Notice of Change CPR(21)53

16. Steve Chapman (HMCTS) was welcomed to the meeting and provided an overview by way of introduction.
17. In July this year, the CPRC received a report from the cross-jurisdictional Judicial Digital Steering Group, whereupon it was agreed, in principle, to digitalise the civil process to register a notice of change of legal representation.
18. A more detailed review of the process has now been completed. As a result, some minor amendments have been made to the digital screens used to enact the change of legal representative, to ensure alignment with existing provisions. The amendments to the screens have not yet been made on the developed versions pending approval by the Committee, however, the changes are essentially simple content updates which will be completed before the changes come into effect. An illustration of the key screens involved and the changes identified was placed before the Committee and duly **NOTED**.
19. A suite of proposed draft rule and PD amendments have, therefore, been prepared. The proposed revisions to CPR Part 2 (Application and Interpretation of the Rules), PD4 (Forms), Part 42 (Change of Solicitor) & PD42 were reviewed and discussed in detail.
20. Mr Justice Kerr questioned the necessity of a new sub-rule 1A after r2.3(1). It was acknowledged that it was being proposed in response to an enquiry from the Joint Committee on Statutory Instruments (JSCI), as a clarificatory amendment for the avoidance of doubt, to expressly provide that unless indicated to the contrary, a definition in a rule applies to PDs as well. However, if that need existed it was felt that an alternative drafting solution could be cast without the need to introduce a whole new sub-rule.
21. In reviewing the proposed amendments to PD4 it was reiterated that the future fate of PD4 is the subject of consideration by the s.2(7) Sub-Committee (Item 6 below refers). The discussion raised points concerning the difference between online service “screens” rather than conventional “forms”. When PD4 was introduced, the online space was not what it is now. Master Cook observed that sometimes there is an electronic form which has a paper equivalent and in other instances information is not captured on a traditional court form, but entered into an online system. An appropriate balance was, therefore, needed. Drafters had sought to consider this but the proposed solution by way of a new paragraph 1.1A in PD4, was subject to PD4 surviving wider reforms.
22. The Chair concluded that if PD4 remains in place then the proposed amendments to it should be made and the proposed new sub-rule 1A to r2.3(1) should be subject to (i) any further comments from the JSCI in reply to MoJ’s response and (ii) final drafting and this was **AGREED**, as were all other proposed amendments concerning the notice of change provisions.
23. It was also **NOTED** that further related amendments concerning PD51ZB (The Damages Claims Pilot) were anticipated in due course.
24. **Actions:** (i) Subject to any contingent resolutions under Item 6 (s.2(7) Sub-Committee), drafting lawyers to finalise drafting for inclusion in the next Update cycle (ii) Residual matters, including in relation to PD51ZB, return to the December CPRC or when ready.

### Item 4 Fixed Recoverable Costs (FRC) CPR(21)54

25. Robert Wright (MoJ Costs Policy) was welcomed to the meeting.

26. It was explained that the Government published its response to *Extending Fixed Recoverable Costs in Civil Cases* on 6<sup>th</sup> September 2021, which followed the 2019 consultation on the recommendations in Sir Rupert Jackson's report on FRC in 2017.
27. The overall intention is to define the scope and parameters of FRC (and the associated changes), while outlining the new procedures that will ensure cases are appropriately allocated and managed within the new FRC architecture. The extension of FRC will enhance access to justice by making recoverable costs more certain and proportionate, while enabling parties in civil proceedings to plan their litigation more effectively.
28. The parts of the CPR of particular relevance to the extension of FRC are, broadly, in (i) Part 26 (Case Management, Preliminary Stage), (ii) Part 28 (The Fast Track), (iii) Part 29 (The Multi-track), and (iv) Part 45 (Fixed Costs). Other parts of the CPR inevitably also apply, including certain Practice Directions associated with these rules.
29. Given the complexity of costs related reforms and conscious that there are already various additions (for example the 2013 reforms) to the rules, the policy view is to commence a complete re-draft of CPR Part 45 to simplify and streamline the rules. This should ensure that the objectives of clarity and proportionality in civil litigation are appropriately reflected in the rules. In doing so, it recognises the principles of the CPRC's Section 2(7) Sub-Committee and intends to complement that work.
30. MoJ are also considering certain policy issues, as outlined in the consultation response, including whether further changes need to be made in respect of recoverable Disbursements and Qualified One Way Costs Shifting (QOCS), in order to ensure the integrity of the extended FRC regime and this was duly **NOTED**.
31. The intention is to implement the extension of FRC in October 2022 and the MoJ is keen to work in collaboration with the CPRC to ensure the smooth delivery of these reforms.
32. A discussion ensued which ventilated support for the overall approach. The Chair further highlighted that Part 45 also covers the Intellectual Property and Enterprise Court (IPEC) and there were separate proposals to update those rules.
33. Brett Dixon observed the need to consider issues of vulnerability as part of the review and this was noted within the MoJ response.
34. It was further **NOTED** that the Civil Justice Council was considering further work on costs, but it was not considered necessary to delay the FRC work and this was **AGREED**.
35. It was **RESOLVED**:
- The FRC reforms will be considered by the Costs Sub-Committee, with additional co-opted members to ensure suitable industry balance and expertise.
  - The Costs Sub-Committee's consideration of the Supreme Court's Judgment in Ho -v -Adelekun [2021] UKSC 43 (Item 9 below also refers) will be deferred until the policy imperative on QOCS is known.
  - Matter to return to the CPRC in due course.
36. **Actions:** (i) MoJ to propose names for Sub-Committee co-option and send to the Secretariat by 19<sup>th</sup> November 2021 for consideration by the Chair (ii) In consultation with the Sub-Committee, MoJ Policy to keep the Secretariat informed as work develops, for agenda planning purposes.

## Item 5 PAP revisions - Standard Disclosure List for Workplace Claims CPR(21)55

37. Jeremy Bevan & Richard Plant (Health & Safety Executive (HSE)) were welcomed to the meeting and presented a suite of proposed amendments to the Personal Injury PAP (Annex C – standard disclosure in workplace claims), to bring it up to date.
38. Specific revisions were necessary to ensure that (i) the currently applicable health and safety at work legislation is referenced correctly, because a number of pieces of widely applicable legislation have been repealed or revoked since the list was last reviewed (ii) in consequence, legislation no longer in force should be removed (iii) small and micro enterprises (SMEs) exemptions (concerning record keeping) that exist within the Health and Safety at Work Act and relevant statutory provisions thereunder, should be highlighted and (iv) overall, the review aims to address concerns around the list's potential impact on proportionate record keeping and the associated paperwork. The proposed changes have been driven by user research, however, specific consultation had not taken place.
39. A discussion ensued, which ventilated a general consensus on the need to update the PAP and the aim of maintaining the advantages of pre-action conduct. In doing so, it was necessary to consider the outcomes of the Civil Justice Council's review on PAPs generally. Caution with straying into areas of substantive law was also expressed.
40. The Chair explained the CPRC's statutory duty and varied options regarding consultation; given the specialist nature of these proposals it was decided that consultation was necessary and the HSE were asked to provide details of consultees for consideration.
41. It was **RESOLVED** to establish a Sub-Committee, to be chaired by a Judge and made up of Brett Dixon and John McQuater, along with other co-opted members. HSE Officials will also participate, together with the usual assistance from MoJ Policy and drafting lawyers.
42. **Actions:** (i) HSE to provide suggested co-optee members to join the Sub-Committee and other stakeholder consultees, to the Secretariat by 30<sup>th</sup> November 2021 (ii) Chair to determine Sub-Committee membership, including Chairperson thereafter.

## Item 6 Section 2(7) Sub-Committee CPR(21)56

43. The Chair opened with thanks for the weight and quality of the work thus far.
44. Mr Justice Kerr provided some introductory comments reiterating the Sub-Committee's general proposition to affect a culture change, which results in the CPR being simplified and shortened as far as possible.
45. This principle should include when there are changes in substantive or procedural law, recommended or enacted by others, so that an automatic expectation of amending the CPR and PDs as a means of implementing them, no longer exists.
46. The Sub-Committee has made a promising start, with the proposed revisions to CPR Part 10 and Part 12 currently out for consultation, for which thanks to Isabel Hitching QC were expressed.
47. The next strand of work is to review Part 2 (Application and Interpretation of the Rules) and its supplementing PDs; Part 3 (Court's Case Management Powers), PD3A (Striking Out a Statement of Case) and PD3D (Mesothelioma Claims); and Part 4 (Forms) to include the proposed revocation of PD4, with an equivalent alternative being online. A detailed discussion on the proposed revisions took place, considering each in turn. A summary is as follows.

48. **Part 2 and supplementing PDs:** The changes are mostly linguistic. His Honour Judge Bird raised some drafting and other detailed substantive points with the Sub-Committee direct, which were gratefully received. The related discussion ventilated views which led the Chair to observe that it was not the Committee's responsibility to provide in the rules granular detail regarding, for example, which hearing centre a matter is to appear before; that is an operational service issue which is currently performed through the Court Finder facility, the strong consensus was that improvements in that service should be considered by HMCTS.
49. **Part 3 and supplementing PDs:** HHJ Bird reiterated the point he has made out-of-committee regarding the extent of the proposals for PD3A, which removes paragraph 7 (Vexatious Litigants). Acknowledging the seriousness of these proceedings, it was **AGREED** to retain a provision in a much more succinct cast, focused on the right to reply. The proposed revocation of PD3D (Mesothelioma Claims) was based on the premise that it is a "case type specific" PD and should not, therefore, be in the generic Part 3 code for case management. However, Master Cook provided detail on the background concerning the creation of the provisions, indicating that it was essential for this very aggressive and serious condition to have a fast tracked, bespoke procedure, and should be maintained. Mixed views were expressed on the appropriateness of its location with suggestions mooted on whether a new CPR Part should be created or an existing Part, for example Part 49 Specialist Proceedings, be re-purposed. It was **AGREED** to maintain the procedure and reconsider locating it elsewhere in the CPR.
50. **Part 4 and supplementing PD:** Currently PD4 amounts to over 50 pages in length and includes two lists of forms, which require regular updating; the proposal is to dispense with it. Master Cook observed the need to retain a provision which expressly provides that the power to change/amend/create prescribed court forms sits with the CPRC and this was **AGREED**; Dr Anja Lansbergen-Mills suggested a possible drafting solution, which garnered support. Alasdair Wallace (MoJ Legal) provided advice on PD4's inception and discussed options for reform. DJ Parker considered that the use of form numbers within the CPR was of significant value and in particular to litigants in person; Master Cook explained that there are several suffixes including other bespoke forms; not all forms held the suffix, "N" and as such expressed caution so as to avoid any unintended consequences. Lizzie Iron raised a point in the interest of the digitally excluded whereby currently the proposed drafting at r.4(6) does not oblige the court office to provide a paper copy; it was **AGREED** to re-cast the drafting in that respect, prior to consultation.
51. Kerr J emphasised that there is currently no dedicated digital space (such as the "LOOP" concept proposed at the July 2021 meeting) to accommodate text resolved as being inappropriate for inclusion in the CPR and PDs, but possibly worthy of preservation elsewhere. The absence of a "LOOP" type facility should not be a reason to retain unwanted and inappropriate text. The Sub-Committee raised some possible options on how to approach this, but at this stage it was not possible to adopt a fixed approach due to possible wider implications within the online reform space, for example in consequence of the Online Procedure Rule Committee, which is currently proposed within the Judicial Review and Courts Bill. The matter would be kept under review.
52. It was **RESOLVED:** Drafting approved in principle, subject to final drafting, and fit for public consultation, using the (online) rolling consultation facility.
53. **Actions:** (i) Dr Lansbergen-Mills to send Part 4 (forms) drafting proposal to Kerr J (ii) Kerr J to produce revised draft drafting (iii) Secretariat to facilitate publication via the rolling consultation facility.

## Item 7 Lacuna Sub-Committee (LSC) CPR(21)57

54. Master Dagnall provided a brief introduction as to LSC business overall whereupon the LSC's covering report was duly **NOTED**.
55. Dr Anja Lansbergen-Mills presented the one item for consideration (ref LSC202/22). It was explained that the issue concerns anonymisation of non-parties and non-witnesses. It was raised by Dr John Sorabji in *Civil Procedure News* in response to the judgment in *Brearley v Higgs & Sons (A Firm)* [2021] EWHC 1342 (Ch). In that case, Mrs Justice Falk granted an application (agreed between the parties) to redact from an expert report the name of a person consulted by the expert who was neither a witness nor a party. Falk J noted that there was no specific provision in the CPR that covered this situation.
56. The Sub-Committee took the view that it is a very narrow issue but, on balance, merits amendment and Kerr J, having been consulted as Chair of the Open Justice Sub-Committee, agreed. HHJ Bird raised the point that as the judge was able to deal with the issue under their case management powers that, in accordance with the principles of brevity and simplification, the CPR should not be routinely amended to cover every eventuality. The Chair concluded by observing that whilst that principle is right, in this instance, the rule as currently drafted is limited in a way that it does not need to be, the proposed amendment would (albeit marginally) reduce the text and it should be updated; further consultation was not considered necessary in this instance. It was **RESOLVED** to amend CPR 39.2(4) so that "party or witness" be changed to "person".
57. **Action:** In consultation with Dr Lansbergen-Mills, drafting lawyers and the Secretariat incorporate the amendment into the next mainstream CPR Update (SI) as part of the April 2022 in-force cycle.

## Item 8 Part 71 Sub-Committee AL(21)40

58. Master Dagnall explained that this topic stems from an item of lacuna business (ref LSC2021/10) having been raised by the Senior Master in the context of listing arrangements, essentially, whether Oral Examinations are in private or open court. Recently, Master Dagnall has delivered a judgment which answers the question under the present rules (namely that it is not a CPR 39.2 hearing but the common-law rules produce a rather similar outcome to CPR 39.2(3)) and as such, any urgency for the Sub-Committee should have been removed at the current time and this was duly **NOTED**. A point may, however, remain regarding examinations before court officers. In any event, consultation concerning any possible rule changes would be needed. If the work is to continue, an additional DJ member should be sought in DJ Cohen's absence and this will be considered by the Chair out-of-committee. **Action:** Sub-Committee membership to be reviewed by the Chair/Secretariat.

## Item 9 Any Other Business

59. **Update from last Civil Justice Council (CJC) meeting:** Brett Dixon provided an oral update following the CJC's meeting on 15<sup>th</sup> October 2021, which he attended as the CPRC's observer representative and this was duly **NOTED**. It was **RESOLVED** to introduce a standing item for a report following each (quarterly) CJC meeting. **Actions** (i) Secretariat schedule in as a standing item (ii) MoJ to circulate to CPRC members a copy of their CJC update on a quarterly basis (iii) Nicola Critchley to provide an out-of-committee update on the CJC's Small Claims report.
60. **Damages & Money Claims (DMC) Committee – PD Update:** The Chair advised that the DMC Committee has been considering amendments to move OCMC out from under MCOL (OCMC had been structured as a sub-set of MCOL for fees reasons) and to allow claimants who need Help with Fees to use OCMC. When the PD Update is finalised, it will



be placed before the MR and Minister, respectively, for signing and publication. An in-force date is yet to be fixed.

61. **Ho -v- Adelekun [2021] UKSC 43:** The Chair set out the background. The Lacuna Sub-Committee previously considered this (when the matter was before the Court of Appeal) and reported to the CPRC in May 2020 (ref LSC2020/6) when it was resolved to refer the matter to the Costs Sub-Committee for them to revisit the issues following determination by the Supreme Court. The judgment raises important issues as to whether there is jurisdiction in a Qualified One Way Costs Shifting (QOCS) case to allow costs ordered in favour of a defendant to be set-off against costs ordered in favour of a successful claimant. More recently, the Forum of Insurance Lawyers (FOIL) has written to the CPRC and this was duly **NOTED**; a copy of the letter had also been provided to MoJ Costs Policy. However, it was **AGREED** that the Costs Sub-Committee need not consider this matter until further consideration had been given to the wider work on FRC and costs generally (Item 4 above refers).
62. **CPR Part 6 Service Sub-Committee:** The Chair advised that the Sub-Committee's remit and membership is being expanded, to include more external members and with the objective of considering wider, post Brexit related work and liaison with the Lord Chancellor's Advisory Committee on Private International Law, chaired by Lord Mance. In the first instance the objective is to produce proposals concerning reforms to the gateways in PD6B. Tom Montagu-Smith QC is the Sub-Committee Chair. **Actions:** (i) Mr Montagu-Smith to arrange inaugural meeting (ii) Secretariat to programme in time for the matter to return to the CPRC in the first half of 2022.
63. **Forms Sub-Committee:** Master Cook advised that following the release of the revised suite of Judicial Review forms (pursuant to the 131<sup>st</sup> PD Update, effective from 31<sup>st</sup> May 2021) the Judge in charge of the Administrative Court, Mr Justice Swift, has contacted the Forms Sub-Committee concerning some proposed revisions based on user feedback. Some revisions may be considered as substantive and these were explained. The Chair confirmed that the Sub-Committee was mandated to consider and determine the revisions under their existing **DELEGATED POWERS**.
64. **Format of Future CPRC Meetings:** The next CPRC meeting will be conducted as a hybrid meeting, with some being present in person and others attending remotely. **Actions:** Secretariat and Judicial Office to arrange.

C B POOLE  
November 2021

**Attendees:**

Carl Poole, Rule Committee Secretary  
Nicola Critchley, Civil Justice Council  
Master Dagnall, Chair, Lacuna Sub-Committee  
Amrita Dhaliwal, Ministry of Justice  
David Hamilton, Ministry of Justice (Item 2)  
Robert Wright, Ministry of Justice (Item 4)  
Alasdair Wallace, Government Legal Department  
Katie Fowkes, Government Legal Department  
Andy Currans, Government Legal Department  
Luke Classen, Government Legal Department  
Andy Caton, Judicial Office  
Grace Hodges, Judicial Office  
Donna Beeson, HM Courts & Tribunals Service  
Steve Chapman, HM Courts & Tribunals Service (Item 3)  
Jeremy Bevan, Health & Safety Executive (Item 5)  
Richard Plant, Health & Safety Executive (Item 5)