

## European Commission for the Efficiency of Justice (CEPEJ)

Terms of reference of the Working group on judicial time management (CEPEJ-SATURN<sup>1</sup>)  
2024-2025

### 1. Tasks

According to article 7.2.b of annex 1 to Resolution [Res\(2002\)12](#), and under the authority of the European Commission for the Efficiency of Justice (CEPEJ), the Working group on judicial time management (CEPEJ-SATURN) is instructed to collect and share information on time management relevant for courts and public prosecution services and to develop tools, to improve its efficiency in order to enable member States to implement policies aiming to prevent violations of Article 6 of the European Convention on Human Rights, and in particular the right to a fair trial within a reasonable time.

In order to fulfil its mandate, the CEPEJ-SATURN shall in particular:

- a. develop guidelines allowing the implementation of a system of case weighting;
- b. develop a tool enabling to analyse the timeframes according to the steps of the civil procedure;
- c. develop a Time Management Checklist for public prosecution services;
- d. develop a Database of backlog reduction practices;
- e. study potential effects of the use of AI tools on court efficiency, in cooperation with the CEPEJ-GT-CYBERJUST;
- f. elaborate a Study on workload measurement tools in judicial systems;
- g. in co-operation with the other CEPEJ Working Groups, carry out a reflection on the feasibility (i) to develop indicators and/or indexes for measuring the quality of justice as well as (ii) to prepare a tool to improve work-life balance in the judiciary;
- h. take into account in its work the identified needs arising from the implementation of relevant co-operation programs and actively contribute thereto.

### 2. Composition

The CEPEJ-SATURN is composed of 6 members of the CEPEJ or experts, as well as possibly 2 substitute members, proposed by member States through the CEPEJ members and appointed by the CEPEJ Bureau, with an in-depth knowledge in the field of judicial timeframes and judicial time management. Their travel and subsistence expenses will be borne by the budget of the Council of Europe. Other experts appointed by the member States might participate in its work, at their own expenses.

The relevant Council of Europe and European Union bodies may be represented on the Steering group without the right to vote or defrayal of expenses.

The non-governmental organisations granted observer status with the CEPEJ may be invited by the Bureau to participate in the work of the Working group, if the Bureau considers their attendance relevant for the quality of the work.

### 3. Working structures and methods

The CEPEJ-SATURN will hold 4 meetings (subject to budgetary availability).

In carrying out its terms of reference, the CEPEJ-SATURN may rely on the CEPEJ Network of Pilot courts.

It will also coordinate its work with the work of the other CEPEJ's working groups (CEPEJ-GT-EVAL, CEPEJ-GT-QUAL, CEPEJ-GT-CYBERJUST).

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<sup>1</sup> *Study and Analysis of judicial Time Use Research Network*

It may also the advice of external experts and have recourse to studies by consultants.

**4. Duration**

These terms of reference expire on 31 December 2025.