

Description of functions and powers

Judicial Registrar - Court of Appeal



Registrar of the Court of Appeal

The Registrar of the Court of Appeal is responsible for the preliminary examination of all civil applications and appeals made to the Court of Appeal and taking action for the efficient and expeditious dispatch of applications and appeals including:

- the listing of applications and appeals;
- referring applications, including for leave to appeal, to a single Judge of Appeal, for determination as to whether there will be an oral hearing before a single judge or the referral of the application for the determination by the Court of Appeal constituted by two or more Judges of Appeal;
- giving directions regarding the preparation of application books and appeal books;
- publishing notes for guidance on the management of applications and appeals;
- making procedural orders or directions in relation to applications for leave and appeals;
- making orders for costs;
- granting leave to amend a notice of appeal, application or written case; and
- extending or abridging time.

The Registrar may also be assigned duties by the President of the Court of Appeal.

Registrar of Criminal Appeals

The Registrar of Criminal Appeals is responsible for preliminary examination of all applications under Part 6.3 of the *Criminal Procedure Act 2009* and actions for the efficient and expeditious dispatch of those applications including:

- listing of applications and appeals;
- giving directions for the preparation of appeals;
- preparation of summaries for the appeal;
- notification of parties; and
- abridging or extending time.



Judicial Registrar

Judicial Registrars have jurisdiction in a range of civil matters under Order 84 of Chapter 1 of the Rules and may conduct directions hearings in criminal matters under the *Criminal Procedure Act 2009*.

Judicial Registrars may be assigned duties by the Chief Justice. The Judicial Registrar who is assigned the duties of Registrar of the Court of Appeal and Registrar of Criminal Appeals may also be assigned additional duties from time to time including:

- undertaking the specialist duties of another Judicial Registrar in their absence;
- leading or being a member of internal or external committees; and
- leading or participating in Court reform projects.