

THE STATES OF DELIBERATION
of the
ISLAND OF GUERNSEY

COMMITTEE *FOR* EMPLOYMENT & SOCIAL SECURITY

APPOINTMENT OF THE LEGAL AID ADMINISTRATOR

The States are asked to decide:

Whether, after consideration of the Policy Letter entitled ‘Appointment of the Legal Aid Administrator’, dated 11 August 2026, they are of the opinion:

1. To appoint Katy MacIver to the office of Legal Aid Administrator, for a period of five years, with effect from the first Monday following one calendar month from the approval of this proposition, pursuant to Section 2(2) of the Legal Aid (Bailiwick of Guernsey) Law, 2003.

The above proposition has been submitted to His Majesty’s Procureur for advice on any legal or constitutional implications in accordance with Rule 4(1)(c) of the Rules of Procedure of the States of Deliberation and their Committees.

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APPOINTMENT OF THE LEGAL AID ADMINISTRATOR

The Presiding Officer
Royal Court
St Peter Port
Guernsey

11 August 2026

Dear Sir

1. Executive summary

- 1.1 The Legal Aid Administrator is an independent holder of public office, appointed by the States of Deliberation in pursuance of section 2(2) of the Legal Aid (Bailiwick of Guernsey) Law, 2003 (“the Law”), on the nomination of the Committee *for* Employment & Social Security (“the Committee”).
- 1.2 The former office holder, Ms Lucinda Haywood, retired from her post on 31 July 2025.
- 1.3 After a competitive recruitment process, the Committee is pleased to recommend to the States the appointment of Mrs Katy MacIver.

2. Background

- 2.1 The Guernsey Legal Aid Service (GLAS) was established in September 2001. GLAS funds, “when the interests of justice so require”¹, the provision of legal advice and representation in civil and criminal cases for individuals resident throughout the Bailiwick of Guernsey who cannot otherwise afford that advice and representation.
- 2.2 The Legal Aid Administrator is an independent holder of public office, appointed by the States of Deliberation in pursuance of section 2(2) of the Law, on the nomination of the Committee.
- 2.3 The Legal Aid Administrator’s duties include, among others:
 - Supporting applicants and providing general advice about legal aid;

¹ Section 1 of [The Legal Aid \(Bailiwick of Guernsey\) Law, 2003](#).

- The review and grant of all legal aid certificates, deciding if the financial and legal merits criteria are met for both civil and criminal legal aid for Guernsey, Alderney and Sark; and reviewing and recovering associated debts to GLAS as necessary;
- Responsibility for and managing the legal aid budget;
- Accrediting advocates to the schemes and evaluating, assessing (taxation) and authorising the payment of advocates' accounts;
- Reviewing and commenting on policies of States Committees which affect GLAS including new legislation;
- Liaising with and advising inter alia, the Committee, the police, court officials, advocates, civil servants and lawyers, including from other Jurisdictions; and
- Reviewing, revising and issuing rules and guidance notes on legal aid and keeping abreast of changes to the legal aid landscape internationally.

- 2.4 Ms Lucinda ("Lucy") Haywood, who was Deputy Legal Aid Administrator from 2010 and Legal Aid Administrator from 12 February 2018, retired from the position on 31 July 2025. The Committee would like to place on record their sincere thanks and appreciation to Ms Haywood for her significant contribution to the provision and development of Legal Aid over a period of more than fifteen years.
- 2.5 Following an open recruitment process including interview by a panel including Deputy Tom Rylatt, Committee Member, and two Senior Officers, the Committee has selected Mrs Katy MacIver for the five-year contractual post as the new Legal Aid Administrator, which she has accepted, subject to the necessary approval of the States.
- 2.6 Mrs MacIver is an experienced legal professional with more than two decades of expertise in the administration of legal processes, case management and decision-making in matters concerning the protection and welfare of children.
- 2.7 Between 1 April 2025 and 1 April 2026, Mrs MacIver served as an Assistant Children's Convenor with the Office of the Children's Convenor in Guernsey. In this role, she conducted comprehensive investigations, led the collection, analysis and presentation of evidence before the Royal Court, developed and presented legal submissions, and managed significant volumes of case documentation. Through this appointment, Mrs MacIver gained first-hand experience of working alongside the Legal Aid system in Guernsey and developed an understanding of Guernsey's legal framework, particularly in relation to the protection of children.
- 2.8 Both in her roles as a Children's Reporter in Scotland and within the Office of the Children's Convenor, Mrs MacIver has extensive experience of managing complex proceedings involving legally aided parties. She has regularly facilitated access to legal aid and legal representation for children where required, helping to ensure that their rights, views and interests are fully represented. She has worked closely with advocates, solicitors and other legal professionals and has

developed a strong appreciation of the vital role played by legal aid practitioners and publicly funded legal services in securing fair and effective outcomes.

2.9 Since returning to the Scottish Government, Mrs MacIver has continued to lead and manage complex legal cases concerning the protection and welfare of children within the Scottish Children's Hearings and court systems.

2.10 Mrs MacIver's curriculum vitae is appended to this Policy Letter.

3. Compliance with Rule 4 of the Rules of Procedure

3.1 Rule 4 of the Rules of Procedure of the States of Deliberation and their Committees sets out the information which must be included in, or appended to, propositions laid before the States.

3.2 In accordance with Rule 4(1)(a), the Committee confirms that this represents business as usual. Therefore, this is not referenced in the Government Work Plan.

3.3 In accordance with Rule 4(1)(b), it is confirmed that the Committee has not consulted with other Committees or stakeholders in respect of the proposition set out in this Policy Letter as this is considered unnecessary.

3.4 In accordance with Rule 4(1)(c), it is confirmed that the proposition has been submitted to His Majesty's Procureur for advice on any legal or constitutional implications.

3.5 In accordance with Rule 4(1)(d), it is confirmed that the cost of the Office of the Legal Aid Administrator is factored into the approved budget for GLAS.

3.6 In this Policy Letter, the Committee has set out its proposals for Mrs Katy MacIver to be appointed to the role of Legal Aid Administrator, and seeks the States support for the proposition, which is based on the Committee's purpose:

"To foster a compassionate, cohesive and aspirational society in which responsibility is encouraged and individuals and families are supported through schemes of social protection relating to pensions, other contributory and non-contributory benefits, employment, re-employment and labour market legislation."

3.7 In accordance with Rule 4(2)(b), it is confirmed that the proposition has the unanimous support of the Committee.

Yours faithfully

T L Bury
President

J M Ozanne OBE
Vice-President

T M Rylatt
R J Le Brun
G A St Pier

W P McHugh
Non-States Member

APPENDIX 1

MRS KATY MACIVER CURRICULAM VITAE –

PROFESSIONAL SUMMARY

Experienced legal professional with over 21 years of expertise in the administration of legal processes and complex case management within Scotland's Children's Hearing System. Demonstrated ability to manage statutory responsibilities, assess legal and financial merits of cases, and provide robust, impartial decision-making in sensitive and high-stakes environments. Skilled in advising government agencies, preparing comprehensive reports, and ensuring compliance with legislative frameworks. Committed to fairness, transparency, and the highest standards of service delivery, with proven experience in leadership, change management, and continuous improvement. Deep commitment to fairness and equality.

PROFESSIONAL EXPERIENCE

Assistant Children's Convenor

Office of the Children's Convenor, Guernsey
01/04/2025 – 01/04/2026

Children's Reporter

Scottish Children's Reporters Administration, Central Scotland
2004 - 2010 and 2020 – 2026

Safeguarder For Children

Children 1st, Glasgow and Lanark
2014 – 2024

Consultant Child Protection

Lilias Graham Trust, Stirlingshire
2015 – 2020

Restorative Justice Youth Worker

SACRO, Argyle and Bute
2002 – 2004

EDUCATION

Bachelor of Arts (Hons) in Psychology

Paisley University | 1999 – 2003

process of gaining LLB conversion

2026 – present

PROFESSIONAL TRAINING

Safeguarder Training
Trauma Informed Practices
Impact of Paternal Substance Misuse in Children
Child Protection
Restorative Justice and Effective Communication
Domestic Abuse
GDPR & Refresher Training
Therapeutic Crisis Intervention

Reporter Training
Court Skills
Advocacy Skills – Cross Examination
& Re-examination
Good Decision Making
Child Development
Vicarious Trauma and the Impact on Staff