

## **GUIDANCE FOR IN PERSON ATTENDANCE IN COURT 10 LAGANSIDE.**

From Monday the 3<sup>rd</sup> of July 2023, and following on from the guidance on physical (in-person), remote & hybrid attendance issued by the Lady Chief Justice's Office on the 15<sup>th</sup> of May 2023, the following arrangements will apply to Court 10, Laganside (with the exception of Saturdays and public holidays, when remote attendance is permitted).

### **Defendants should attend court in person in the following circumstances:**

- First appearances on 28-day charge sheets.
- When the court requires attitude to be given in respect of a case.
- Sentencing.
- Breach cases taken by the Probation Board for Northern Ireland.
- Contested Proceeds of Crime or other police applications.
- Contested bail variation applications.
- Contested hearings.
- Committal proceedings.
- Any other time that the Judge directs the defendant to appear.

**Legal representatives must attend court in person any time their client is required to attend and should avoid a defendant having cases listed on the same day in 2 different court venues, where possible.**

Please note, emailed legal aid forms are no longer allowed (save for exceptional circumstances and where permission has been obtained from the sitting judge in advance). Applications for legal aid should be stamped in the court office PRIOR to the case being mentioned and handed up to the Clerk/Judge at the time of mentioning the case, not after. Forms for certification for counsel, must similarly be handed in to the court at the time of application.

If a stamped legal aid form is not presented to the court when the case is mentioned, the Judge will not normally consider an application for legal aid until the next time the case is listed.

If not appearing in person, legal representatives must post legal aid forms to the court office in advance, ensuring they arrive in good time, otherwise the application will be left to the next time the case is listed. Practitioners need to be especially mindful and properly prepared for cases where there may not be any future listings.

Presiding District Judge (MC) Keown.

9<sup>th</sup> June 2023.