



Coronavirus

Guidance in respect of Criminal Business

No. 2 of 2021

This guidance sets out the arrangements for the management of criminal business in the Sheriffdom of Glasgow & Strathkelvin with effect from 28 June 2021.

It supersedes "*Coronavirus – Guidance in respect of Criminal Business No. 21 of 2020*" of 1 December 2020.

Part 1. Solemn Business

First Diets and Jury Trials

1. The first diet court will continue to sit on Tuesday to Friday each week.
2. Accused persons must attend personally.
3. Time slots for first diet cases will be allocated in accordance with Part 3 below.

Petition Court

4. The petition court will continue to sit in Court 3. Full committals by video link will call in Court 3. All other petition cases which require to be conducted by electronic means will call in Court 1, along with the domestic abuse custody cases.

Pleas of Guilty in Solemn Cases

5. In proceedings on indictment in which a diet has been discharged administratively and in which the solicitor for the accused and the prosecutor have agreed a plea of guilty and the facts on which that plea proceeds, the following applies:
 - i. Parties should liaise with the sheriff clerk's solemn criminal office and agree a suitable date for a diet at which the said plea could be tendered.
 - ii. Once a suitable date has been identified, an application should be made in terms of section 75A of the Criminal Procedure (Scotland) Act 1995 to discharge the existing diet and to fix a new diet for the agreed date at which the agreed plea of guilty will be tendered.
 - iii. The accused must attend personally on the agreed date.

Part 2. Sheriff Court Summary and Justice of the Peace Court Business

Custody Courts

6. The domestic abuse custody court will sit in Court 1 each Monday.
7. The summary custody court will sit in Court 4 on Mondays only.
8. On Tuesday to Friday each week a single summary custody court (including domestic abuse cases) will sit in Court 1.
9. With the exception of full committals by video link (which will call in Court 3) all other custody cases which require to be conducted by electronic means will call in Court 1.
10. JP custodies will call in Court 15 each day.

Undertakings

11. A dedicated court will sit on Tuesday to Friday each week to deal with undertakings.

Diet Courts

12. Accused persons should not attend diet courts unless expressly directed to do so by the court. Solicitors are expected to tender letter pleas in advance.

Intermediate Diet Courts (including Domestic Abuse Cases)

13. Time slots for intermediate diet cases will be allocated in accordance with Part 3 below.
14. Accused persons should not attend intermediate diet courts unless expressly directed to do so by the court.

Remand Courts

15. Accused persons must attend personally.
16. Time slots for remand court cases will be allocated in accordance with Part 3 below.

Pleas of Guilty in Summary Cases

17. In summary proceedings in which a diet has been discharged administratively and in which the solicitor for the accused and the prosecutor have agreed a plea of guilty and the facts on which that plea proceeds, the "*Guidance on Facilitating Pleas of Guilty in Summary Criminal Proceedings Sheriff and JP Courts*"¹ should be followed.

Drugs Court / Alcohol Court

¹ <http://www.scotcourts.gov.uk/docs/default-source/rules-and-practice/coronavirus-temp-orders/coronavirus-miscellaneous/guidance-on-facilitating-pleas-of-guilty-in-summary-criminal-proceedings-05-06-20.pdf?sfvrsn=8>

18. Time slots for drugs and alcohol court cases will be allocated in accordance with Part 3 below.

Youth Court

19. Time slots for youth court cases will be allocated in accordance with Part 3 below.

Part 3. Time Slots

20. To ensure compliance with social distancing measures the number of persons who can be accommodated within the courts at any one time will be restricted by way of a system of time slots which will operate in certain courts as set out above.

21. The number of cases allocated to each time slot will be kept under review.

22. Where practitioners have more than one case calling in a court in which a time slot system applies, the following information should be supplied to the court (by e-mail to glasgowslots@scotcourts.gov.uk) by no later than 4 pm on the Friday of the week before the week before that in which the cases are scheduled to call (e.g. by 4 pm on Friday 3 July 2020 for cases calling in the week commencing 13 July 2020):

- i. the practitioner's name; firm name; contact e-mail address and telephone number;
- ii. the dates or dates upon which they have more than one case calling in a particular court;
- iii. the names of the accused persons they represent and the case reference numbers; and
- iv. the name of the court or courts in question.

23. The e-mail to the court should be headed "Time Slots".

24. As soon as practicable in the week before that in which a case is scheduled to call, the sheriff clerk will provide to the Glasgow Bar Association and to the Royal Faculty of Procurators in Glasgow a list of the time slots allocated to each case calling in the relevant courts in the following week.

25. The sheriff clerk will arrange for there to be published on the Scottish Courts and Tribunals Service website a list of the time slots allocated to each case.

26. In assigning time slots the sheriff clerk will endeavour to allocate time slots to take account of information provided by practitioners in accordance with this Part.
27. Practitioners should advise their clients of the allocated time slot as soon as reasonably practicable to ensure their attendance at the allocated time.
28. Unless otherwise directed, practitioners and accused persons shall arrive at the relevant court room no earlier than 15 minutes before the time scheduled for their case(s). Practitioners and accused persons who arrive early or late may be refused admission to the court room.

Sheriff Principal C.D.Turnbull

22 June 2021