

Committee(s):	Date(s):	Item no.
Corporate Asset Sub Committee	12 th December 2013	
Subject: Central Criminal Court Business Plan 2013 Update	Public	
Report of: The Secondary	For Information	
<p style="text-align: center;"><u>Summary</u></p> <p>This report contains information on the progress of the Central Criminal Court in delivering its Business Plan objectives during the period 1st May – 30th September 2013. The Court has been successful in delivering its primary aim of 100% court availability throughout the period.</p> <p>Recommendations</p> <ul style="list-style-type: none">• That this report be received.		

Main Report

Background

1. Members will be aware that all departments are required to inform their committees on the progress of their business plan on a regular basis. This department submitted its latest business plan on 1st May 2013 to the Finance Committee.

Current Position

2. Court activity from January to June was intense, particularly with very serious cases involving multiple defendants. These cases had large followings which were dealt with effectively by the security team, but put the team in the public galleries under protracted pressure with approximately 3000 visitors per month in the South Wing of 12 courts alone. During the period the changeover of the 2 senior Judges have taken place, the Recorder's Ceremony was presided over by The Lord Chief Justice on 13 February 2013 and the Common Serjeant's ceremony took place at a ceremony presided over by Lord Justice Thomas on 15 July 2013 who has now taken over the office of Lord Chief Justice of England and Wales. The heavily used Witness Service area has also been redecorated thanks to a joint project with the City of London and others and this was unveiled on 4th September 2013.
3. A considerable amount of PR and media coverage took place concerning the joint City of London/Ministry of Justice collaborative project on the Plant replacement works and the building was filmed for the Stephen Fry's Keys to the City Programme which has generated a lot of interest.
4. Looking ahead, the department is facing a protracted period of very high profile cases involving international media coverage and measures have been taken to prepare the team for considerably more and consistent media attention in the coming months.

Performance Summary

Progress towards Departmental objectives 2013-2015

5. A. Efficient Management of financial resources.

The service reviews of Security and Cleaning have been completed and accepted by Her Majesty's Courts and Tribunal Service (HMCTS) and the major changes to the Security team have continued to work well. The savings from those reviews will pass accordingly under the Schedule of Agreement in terms of percentages – 5% CoL, 95% to HMCTS. Currently a further review of the Maintenance team is underway to complement the adoption of the Corporation wide FM review and the department is working closely with the City Surveyor's department.

Certain elements of overdue redecoration in some of the public areas is now well underway, particularly the redecoration of the South Wing Public Gallery entrance which is very heavily used by members of the public. The difference has already been noticed and appreciated by visitors to the public galleries South side.

Finally the department has worked with the Film Unit to engage in raising income by the use of the Old Bailey for filming. Aside from the Stephen Fry programme we have been used for "Silks" on two occasions and we are currently planning some short programmes for the BBC on historical cases. Filming opportunities are difficult to achieve due to the court's sitting requirements throughout the year, but currently it is expected the amount of income will be less than the past few years, though the Escape Artist was filmed in part and aired recently starring David Tennant.

B. Premises Management Delivery.

The department remains fully engaged with the Corporation's Procurement System and has also re-tendered and awarded the catering contract for a period of three years to Aramark. This process saw the move of the Judges dining room staff formerly City of London employees over to them following extensive negotiation with staff and Unions and the contract went "Live" on 2nd September and is currently working well.

A customer service survey of cleaning was carried out during the period with the overall rating being around 90% as "Very Satisfied". Further work and improvements will continue to be made particularly in re-cycling

The new pass card access system is working well and had been fully tested along with the new fire alarm system and a full Fire Evacuation exercise took place on 21st August when courts were sitting. The exercise went very well as the Bailey was evacuated in 17 minutes. All key procedure worked efficiently as were shown when the Bailey was evacuated on 25th October despite the absence of the Rapid Reaction Team who were at Guildhall receiving awards.

More energy efficient lighting has been installed in certain pilot areas using LEDs and it is hoped on a gradual basis this will be adopted where possible across the whole site. Currently one court is fully lit by LEDs and thus far is working well. The department is working with the Corporation's Energy Management Team to continue to seek ways of reducing use and increasing the use of intelligent lighting in other areas to reduce cost.

Risk continues to be monitored and the current Risk Register is attached at Annex B.

C. Management of Human Resources

Sickness Absence has continued to decline overall except for a period in March where two long term sickness cases briefly put us above the Corporate target. Currently we remain below the target with two other long term cases which are being reviewed and monitored by SARG. One member of staff has been dismissed due to long term sickness. The departmental sickness review meetings continue to take place each fortnight.

All staff are using their email accounts and despite most not working in offices, The availability of terminals seems to have had a positive effect on its uptake. The new arrangements for claiming payment for overtime as well as booking annual leave now all take place on line.

The Learning and Development of staff continues with a variety of NVQ at various levels. Key training for certain staff, including refresher training, continues. The Rapid Response Security training took place in August and the feedback from both the Instructor (MAYBO) and staff was very positive. The department was highly successful at the L&D award ceremony and were very appreciative of the Corporation's recognition of their efforts.

D. Preparation for the Major works Project.

Over the reporting period the majority of work has been in finalising the contract and dealing with City Surveyor's Department in the compilation of the report to appoint a main contractor. The contractor team has now assembled and we are working with them in arranging space for their various teams to work.

E. Maintain and enhance the Shrieval presence at the Central Criminal Court.

The Sheriffs have continued to support the Mayoralty and City of London with a wide variety of engagements and overseas business visits. Some 700 guests will have been invited to the Bailey for lunch and some other functions. Alderman and Sheriff Evans has promoted Maritime London in particular and has exhibited some paintings from the Maritime Museum in his apartment to promote that area of the City's activity as well as his own maritime broking experience. Sheriff Pullman has promoted the Livery in particular as well as military charities. Both surrendered their office on Friday 27th September were succeeded by Alderman and Sheriff Sir Paul Judge and Sheriff Adrian Waddingham.

Learning and Development

The department has been successful at the Learning and Development awards with the Rapid Reaction team winning the team award. A number of individual staff members were successful in completing their NVQ management courses.

Financial position

6. A spread sheet regarding the division's financial status is at Annex A to this report.

Corporate & Strategic Implications

The department continues to support the Corporation's Strategic aims, in particular "Valued services to London and the Nation" by its effective commitment and successful support to Justice and its administration at the Central Criminal Court.

In terms of Key Policy Priorities the department is fully committed to the engagement of key issues of concern to communities, Justice in particular, by its very purpose as the Central Criminal Court and its impact on wider communities nationally through the Court process and administrative support in making that happen.

Conclusion

The department has achieved many improvements over a demanding period in a number of different areas whilst maintaining the 100% track record of availability of court rooms. The staff have responded very positively to the challenges over the period. The court is likely to be working at full capacity until Christmas.

Background Papers:

Central Criminal Court Business Plan submitted 1st May 2013

Appendices

Annex A Financial Report.

Annex B Risk Register

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Annex A Financial Report.

A summary of the Office's local risk budget position for the six month period ending 30 September 2013 is provided below. It is expected that the Office will remain within its local risk resources for this financial year.

Committee & Service Area	Estimate 2013/14	Budget to period ending 30 September 2013	Actual to period ending 30 September 2013	Variance (year to date)
	£000	£000	£000	£000
Finance City Fund – Central Criminal Court	368	235	235	-
Finance City's Cash – Secondary's Office	528	229	220	(9)

A summary of the Office's central risk budget position for the six month period ending 30 September 2013 is provided below. It is expected that the Office will remain within its central risk resources for this financial year.

Committee & Service Area	Estimate 2013/14	Budget to period ending 30 September 2013	Actual to period ending 30 September 2013	Variance (year to date)
	£000	£000	£000	£000
Finance City Fund – Central Criminal Court	272	802	799	(3)
Finance City's Cash – Secondary's Office	350	175	173	(2)

Annex B Risk Register

Central Criminal Court Risks	Owned By	Secondary of London	Version	1
	Administered By	Charles Henty	Date	29/05/2013

Risk No.	Risk	Gross Risk		Risk Owner / Lead Officer	Existing Controls	Net Risk			Planned Action	Control Evaluation
		Likelihood	Impact			Likelihood	Impact	Risk Status & Direction		
CCC1	Failing to secure public entrances and areas from prohibited activity.	4	3	Head of Security	Fully trained staff, Rapid reaction team Police presence	3	3	A ↔	Maintain existing controls	G
CCC2	Flooding of courts due to issues with Roof drains	3	2	Head of Maintenance	Monthly checks Replacement of equipment and items	1	2	G ↓	Maintain existing controls	G
CCC3	Plant failure leading to courts being unavailable	3	4	Head of Maintenance	In-house boiler team trained and responsible for annual service.	2	2	G ↓	Further works planned to deal with this risk being monitored daily	G
CCC4	Inappropriate use of mobile phones in public galleries	3	4	Head of Security	Existing policy remains, however this may change	3	3	A ↔	Awaiting review and guidance from MoJ	A
CCC5	Reduced service delivery in areas under review	2	3	Section Heads x 3	Performance monitored daily	2	2	G ↔	Maintain existing controls	G