

### Availability of Prison Court Video Link Equipment by CJS Partners outside dedicated court slots

| COURT                               | FACILITIES  | ADDITIONAL SLOTS AVAILABLE (outside Court slots)                          | CONTACT DETAILS   | AGREED PROCEDURE   | CONTINGENCY PLANS |
|-------------------------------------|---|---|---|--|-------------------|
| <b>Newcastle Crown Court</b>        | 2 video booths on 3 rd floor Law Courts Quayside. | Mon – Friday<br>2-00pm – 4-00pm   | Janet Shephard (listing office)<br>0191 2012085         | CJS user to contact prison and arrange links. Inform court contact of the booking. | Any other court   |
| <b>Newcastle Magistrates Court</b>  | 3 video booths.                                   | Tues, Wed, Thurs<br>10am -2pm<br>2pm – 4pm<br>Fri 10am – 12               | Alex Gribbon<br>Chief Usher<br>0191 2327326             | CJS user to contact prison and arrange links. Inform court contact of the booking  | Any other court   |
| <b>Gateshead Magistrates Court</b>  | 2 video booths available on ground floor          | Mon<br>Tues Thurs<br>Fri<br>10am – 12<br>Mon Tues Wed Fri<br>2pm – 4pm    | Judith Winter Listing officer<br>0191 4407204           | CJS user to contact prison and arrange links. Inform court contact of the booking. | Any other court   |
| <b>N Tyneside Magistrates Court</b> | 2x video booths on first floor                    | Mon Tues Wed<br>Thurs Fri<br>10am – 12<br>Mon Tues Fri<br>2pm – 4pm       | Liz walker<br>Listing officer<br>01912703338<br>Ext 238 | CJS user to contact prison and arrange links. Inform court contact of the booking  | Any other court   |
| <b>S Tyneside Magistrates Court</b> | Two Video Booths available on Ground Floor        | Mon Tues Thurs<br>10 am- 12<br>2pm – 4pm<br>Wed 10am – 12<br>Fri 10am -12 | Doug Wallace<br>0191 4558800                            | CJS user to contact prison and arrange links. Inform court contact of the booking  | Any other court   |
| <b>Bedlington Magistrates Court</b> | 2 video booths available on ground floor          | Mon Wed Thurs<br>10am – 12<br>2pm - 4pm<br>Fri 10-12                      | Catherine James (listing officer)<br>01670 531100       | CJS user to contact the prison and arrange the link. Inform court of the booking.  | Any other court   |
| <b>Sunderland Magistrates Court</b> | 2 video booths available on 1 <sup>st</sup> Floor | Mon Wed Thurs<br>10am -12<br>2pm – 4pm<br>Tues 10am – 12<br>Fri 2pm – 4pm | Brian Carrigan<br>Usher Manager<br>0191 5148947         | CJS user to contact prison and arrange links. Inform court of bookings.            | Any other court   |