



ROYAL COURTS OF
JUSTICE GROUP
QB Judges Listing Office
Room WG08
Royal Courts of Justice
Strand
London
WC2A 2LL
DX 44450, Strand
T 0203 936 8957
E qbjudgeslistingoffice@justice.gov.uk

Interim Principal Lawyer
LB Havering Legal Services
Enforcement, Newham Dockside
1000 Dockside Road, London
E16 2Q4

Text Phone 18001 020 7947 6010/6024
(Helpline for the deaf and hard of hearing)
www.justice.gov.uk



QB-2019-002737

14-06-2022

RE: QB-2019-002737 London Borough of Havering v Stokes and others

Notice of Trial Date

Please advise all parties of trial date.

19th October 2022

Time Estimate: 2 Days Trial window: 3 Day Window

All parties to the action are required to e-file copies of the Pre-Trial Checklist (Listing Questionnaire), pursuant to part 29 of the Civil Procedure Rules, at least 8 weeks before the above date. The Claimant's solicitors will be required to pay the trial fee, currently £1,175, on the filing of the Pre-Trial Checklist in accordance with the Civil Proceedings Fees (Amendment) Order 2021

Please note that the following the introduction of e-file, this office no longer sends out pre-trial checklists. The form (N170) must be submitted by e-file, together with the trial fee (if applicable). The Claimants must e-file the checklist and trial fee under the title "Filing - pre-trial checklist (Claimant)".

If the claimant is acting in person, and is not using the e-file system, then a copy of the pre-trial checklist (form N170) and trial fee or fee exemption must be sent to the QB Judges Listing Office. If the defendant is acting in person, then only the checklist should be posted or e-mailed to this office.

From the 6th March 2017, all trial fees requested will not be refundable.

If a party fails to pay the trial fee or submit a properly completed 'help with fees' application at least 28 days before the trial date, the case will be automatically struck out without referral to the Judge.

IF YOU HAVE ANY ENQUIRIES REGARDING THE LISTING OF THIS ACTION OR THE PRE-TRIAL CHECKLIST, PLEASE CONTACT THIS OFFICE BY E-MAIL TO:



HM Courts & Tribunals Service

Information for people visiting the Royal Courts of Justice

The Royal Courts of Justice (RCJ) has services and facilities available to support you when you visit us.

We know that people with disabilities will sometimes need our help to use or access our services and we'll provide reasonable adjustments to help with this.

Many areas of the RCJ are Grade 1 listed and this means there are restrictions to the changes we can make. The RCJ is spread over 8-acres and some of the areas you will need to visit could be a 5 to 10-minute walk apart.

We can provide services such as:

- A car park space for blue badge holders. This will need to be pre-booked (contact the Listing Office dealing with your case) *
- Wheelchairs, although these are limited. If you use a wheelchair and have your own please bring this with you. You'll need a carer or helper to support you when using a wheelchair and our staff aren't trained or insured to do this **
- Support Through Court (formerly the Personal Support Unit (PSU)). They can help with giving directions around the building but can't help with personal care or pushing wheelchairs. Please telephone 020 7947 7701 before your visit if you need their help. Their website is www.supportthroughcourt.org
- Accessible counters at most reception areas.
- Leaflets showing accessible routes in the building and information about facilities/ services we can provide.
- Arranging pre-hearing visits to the court to see the court room and to talk about any specific needs.
- Breaks in court proceedings. These can be arranged with the judge before your hearing begins.
- Providing help with reading and writing court forms. Some court documents can be provided in large print or braille <https://www.gov.uk/government/collections/court-and-tribunal-forms>.
- Interpreters, but you'll need to contact the Listing Office to arrange this.
- Ramps and stair lifts to areas of the building that have previously been inaccessible.
- Prayer, quiet and contemplation rooms. These are available in the East Block and Queen's building.
- Hearing enhancement systems at public counters and in certain courts
- Portable hearing loops available on request.
- Accessible toilets and baby changing facilities.
- Refreshments in the main building in Café 26 (back of the main hall) and by trolley service in the Queen's Building.

More information

*If you need a parking space (Blue Badge holders only) please contact the Listing Office, by e-mail or letter at least 24 hours before your hearing.

Administrativecourtoffice.listoffice@hmcts.x.gsi.gov.uk

QBMastersListing@justice.gov.uk

qbjudgeslistingoffice@justice.gov.uk

You'll need to include:

- your case number
- car registration
- make, model and colour
- your Blue Badge number
- issuing authority.

We will give this information to our Security Teams and it will be included in the daily parking list.

If you have any specific needs you need to talk to us about, please contact Ian Hill on 0207 947 6318, who is the Disability Contact Officer for the Queen's Bench Division and Administrative Court.

**Wheelchair access into the RCJ is available at West Green (9am - 4.30pm), Quadrangle (9am - 4.30pm) and Bell Yard North (9.30am - 4.30pm). External intercoms linked to RCJ Security are found at these entrances and at the main entrance.

Information for Listing Officers

The upper levels of the courts in West Green shouldn't be used if any of the court users have mobility problems. They can only be accessed using a small lift and there is no safe exit areas on these floors.

