



14 September 2020

Operational Notice regarding Victory House (the Central London Employment Tribunal)

On 8 September, a member of staff working in the back office at Victory House received a positive COVID-19 test result. On receipt of this information we immediately took the necessary measures to deep clean all areas the individual worked within in accordance with public health guidance and asked a colleague who may have worked near them to self-isolate for 14 days. This did not include any public areas of the building.

Further to this, on 11 September, we became aware of two further members of staff working on another floor of the building having developed COVID-19 symptoms. They have been advised to get a test and self-isolate until their test results are known.

All are currently well and our thoughts are with them for a speedy recovery.

As a precautionary measure until their test results are known, we have organised a Section 16 clean of the areas of the building they used and visited. This did not include any public areas of the building.

We have also asked those staff who may have been in close proximity with these individuals to self-isolate until their test results are known.

As a precaution we ask any external building users to monitor their own health in terms of COVID-19 symptoms - cough or fever or lose your sense of taste/smell. We have asked our facilities and security contractors to ensure their workers do the same.

We understand the level of concern this may cause for tribunal users and we are taking this situation very seriously. We are responding in a way that is responsible, proportionate and consistent with NHS and public health advice. The measures we have put in place in all our buildings, as part of our COVID-19 risk management arrangements, are extensive and satisfy public health guidelines for a COVID-secure environment; these include social distancing, modified search on entry procedures, wearing of face coverings in all public areas and frequent cleaning. Our buildings are not considered 'close contact' settings.

It is planned that Victory House will remain open for hearings as normal this week. We will keep you updated accordingly.

Yours faithfully,

Thirza Mullins
Delivery Director Civil, Family and Tribunals, HMCTS London Region

