



Coronavirus Pandemic

The Upper Tribunal (Administrative Appeals Chamber)

Guidance for Users in Scotland

1. This Guidance applies to the business of the Upper Tribunal (Administrative Appeals Chamber) ('UTAAC') in **Scotland** until further notice. It is made in consideration of the proper administration of justice.
2. As a result of the Coronavirus Pandemic, the UTAAC in Scotland has to limit its operations.
3. Save in cases of urgency (see below) no applications for permission to appeal will be determined and no new case management directions will be made or issued.
4. There will be considerable delays in deciding most appeals. As far as possible, appeals that are ready for decision will be placed before a judge in date order. Where a judge decides that a hearing is necessary and it is reasonably practicable for one to take place, the Statement from the President of the Upper Tribunal Administrative Appeals Chamber: "Contingency Arrangements" dated 20 March 2020 applies. The Statement can be found on <https://www.judiciary.uk/coronavirus-covid-19-advice-and-guidance/>
5. There has been no change to the time limits for complying with directions or the rules, including for seeking permission to appeal or appealing.
6. The parties should seek to comply with any directions that have been made. Where the impact of the Coronavirus Pandemic leads to delay in complying with directions, a brief explanation should be provided.
7. Urgent applications must be made by email to UTAACMailbox@justice.gov.uk and marked "URGENT" in the subject line, with an explanation for the urgency. They will be dealt with as quickly as possible, but there is no guaranteed time scale.
8. **If the Appellant is a person at increased risk of severe illness from the Covid-19 coronavirus under current government guidelines, this should be made clear in the subject line of the email by putting "Increased risk".**

DAME JUDITH FARBEY

CHAMBER PRESIDENT

26 March 2020