



UPPER TRIBUNAL ADMINISTRATIVE APPEALS CHAMBER

REVISED GUIDANCE FOR USERS IN SCOTLAND

FROM 21 AUGUST 2020

1. This Guidance comes into effect on 21 August 2020 and applies to the business of the Upper Tribunal (Administrative Appeals Chamber) ('UTAAC') in **Scotland** until further notice. It replaces (i) the Statement from the President of the Upper Tribunal Administrative Appeals Chamber dated 20 March 2020 and (ii) the Guidance for Users in Scotland dated 16 April 2020. There is separate guidance for users in England and Wales, and Northern Ireland.
2. The UTAAC in Scotland has been able to return to normal business subject to the following.
3. Most applications and appeals in the UTAAC are and will continue to be determined on consideration of the papers, without an oral hearing. Where a judge has directed that there is to be an oral hearing, the judge will decide whether to hold a face-to-face hearing or a remote hearing. That will depend on a number of factors including: the availability of a judge able to attend a face-to-face hearing; the views of the parties and their ability to attend a face-to-face hearing; and whether the case is suitable for a remote (audio or video) hearing.
4. The parties will be contacted by UTAAC staff to obtain information to assist the judge in deciding the format of the hearing.
5. If a hearing is to take place remotely, the judge will direct whether it is to take place by audio or video. Audio hearings are conducted by telephone. Video hearings are currently conducted via Skype for Business, but other media may be used.
6. The UTAAC continues to apply the Pilot Practice Directions issued by the Senior President of Tribunals, which can be found here:

[Pilot Practice Direction: Contingency Arrangement in the First-tier Tribunal and The Upper Tribunal](#)

[Pilot Practice Direction: Panel Composition in the First-tier Tribunal and the Upper Tribunal](#)

DAME JUDITH FARBEY DBE
CHAMBER PRESIDENT
21 August 2020