

**UPPER TRIBUNAL
ADMINISTRATIVE APPEALS CHAMBER**

**HELP FOR USERS
REVISED 24 AUGUST 2020**

What do we do?

The Upper Tribunal Administrative Appeals Chamber (UTAAC) decides appeals from the decisions of the First-tier Tribunal and a number of other public authorities in a wide range of areas of the law. It also decides some judicial review cases. The UTAAC's administration is based in the Rolls Building in Central London, in George House in Edinburgh and in the Tribunal Hearing Centre in Belfast. It also uses courts in Cardiff as well as other cities in England.

How are we affected by the Covid-19 epidemic?

Considerable efforts are being made by Her Majesty's Courts and Tribunals Service to keep the UTAAC's business moving in its three administrative centres and, where circumstances permit, access for parties and the public. The UTAAC's administrative functions in London are, however, greatly reduced at the present time. The UTAAC's judges are in general working remotely.

Appeals

If you are a party to an appeal that has been listed for a hearing, we will contact you to discuss how the appeal can go ahead. A judge may decide that an appeal does not need a hearing. If so, the appeal will be decided by reference to the documents only. 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.

If a hearing is to take place remotely, the judge will direct whether it is to take place by audio or video. Audio hearings will be conducted by telephone. Video hearings will be conducted via Cloud Video Platform or Skype for Business.

Applications for permission to appeal

Arrangements are also in hand for the processing of applications for permission to appeal. If you are applying for permission to appeal, you should keep all the papers that you used in the First-tier Tribunal as this may speed up your case. Most applications for permission to appeal are decided on the papers. Oral hearings for permission to be appeal will be treated in the same way as appeals (see above).

Applications for judicial review

There may be delays in dealing with applications for judicial review because, in the UTAAC, the subject matter of these applications is often less urgent.

Appeals against decisions of the Traffic Commissioners

If you are asking for an urgent stay (temporary suspension) of a decision of the Traffic Commissioners, we will aim to deal with your application as a priority.