



## Magistrates Court

### COVID-19 Measures – Revised Arrangements (No 3)

This Practice Direction takes effect from 12 August 2021. The Practice Direction issued on 9 September 2020 is revoked.

#### Special measures

1. The Chief Magistrate will conduct a hearing callover on **Friday 13 August 2021 at 9.30am** for all criminal hearings scheduled for 13 August 2021 and the week commencing Monday 16 August 2021.
2. All Magistrates Court lists will continue as planned subject to the below.
3. Parties may seek leave to appear remotely (whether by Webex or telephone) by emailing [mclistings@courts.act.gov.au](mailto:mclistings@courts.act.gov.au) in circumstances where they are unable to appear in person due to COVID restrictions. Parties may use the below form for applications to appear remotely:

[ROD-3-of-2021-Remote-Appearance-Request-Form-Phone-AVL-WebEx-9-Aug-2021.pdf](#)  
([act.gov.au](#))

4. Parties whose matters cannot proceed at all, or whose matter may be adversely affected by COVID arrangements, are invited to apply for adjournments by emailing [mclistings@courts.act.gov.au](mailto:mclistings@courts.act.gov.au).
5. The following lists will operate remotely via Webex or telephone until further notice:
  - a. Registrar's directions lists and listing hearings scheduled on Tuesday at 2.15pm and 2.45pm respectively. Parties are encouraged to approach the Registrar for any consent orders that may be made in chambers;
  - b. Registrar's civil applications and enforcement list scheduled on Wednesday at 9.30am;
  - c. Children's Court conferencing;
  - d. Return of subpoenas list scheduled for Thursdays at 2.15pm;
  - e. Registrar's protection unit pre-hearing mention scheduled for Thursdays at 9.45am;
  - f. Fair work conferencing and civil mediations; and
  - g. Taxation.

Parties are required to email the Registrar at [MCRegistrar@courts.act.gov.au](mailto:MCRegistrar@courts.act.gov.au) with contact details.

6. Industrial court dispute resolution conferences (**DRC**) are adjourned until further notice to a date to be fixed. Parties are required to conduct an informal settlement conference in an effort to resolve the matter. Parties are to approach the Registrar for a revised date for a DRC if the matter does not settle at informal settlement conference.

7. Family violence and protection order conferences scheduled for Monday 16 August 2021 – Friday 20 August 2021 are vacated. Parties will be advised of revised dates for conferences.
8. Physical distancing requirements and increased hygiene standards will continue to apply to all matters heard in the Magistrates and Childrens Court.
9. Practitioners are to take particular note of the order made under section 50 of the *Court Procedures Act 2004* which remains in force. Practitioners are to make their clients aware of the content of that order. A copy of the section 50 notice can be found at:  
  
[https://www.courts.act.gov.au/\\_data/assets/pdf\\_file/0011/1507970/28072021-Section-50-July.pdf](https://www.courts.act.gov.au/_data/assets/pdf_file/0011/1507970/28072021-Section-50-July.pdf)
10. Unless a contrary direction is given, **only those with a direct interest in the proceeding are to enter the designated court room.**
11. Parties for any matter must not enter the room until invited to do so after the preceding matter and any hygiene requirements are completed.
12. The court registry counter is closed for over-the-counter filing of documents. Documents can be filed by:
  - i. eLodgement (where available for civil matters only); or
  - ii. email:
    - (a) civil matters: [civil@courts.act.gov.au](mailto:civil@courts.act.gov.au)
    - (b) family violence, personal or workplace protection applications: [protection@courts.act.gov.au](mailto:protection@courts.act.gov.au);
    - (c) criminal matters: [mccriminal@courts.act.gov.au](mailto:mccriminal@courts.act.gov.au) or
  - iii. leaving hardcopy documents in a sealed envelope in the relevant post box in the foyer of the ACT Law Courts building.
13. All fees applicable under the *Court Procedures (Fee Determination) 2021* remain payable.

### **Caveat**

14. In all cases, this practice direction is subject to judicial directions specific to a proceeding.
- By direction of the Chief Magistrate and Magistrates.



**Helen Banks**

Registrar – ACT Magistrates Court  
12 August 2021