

**Notice from Chief Judge on listing of matters in civil applications at Brisbane
as from 30 March 2020**

1. The current practice of all civil applications to be heard in Brisbane on a particular day being listed for 10.00am will be suspended until further notice.
2. Rather, the hearing of matters will be staggered.
3. The default listing practice from Monday 23 March 2020 will be that matters are listed at half hourly intervals, starting at 9.30am.
4. However, the Judge of the Court responsible for particular applications might stagger the hearing of those matters in a different way.
5. Parties should pay particular regard to the time allocated to their application in the Daily Law List on the day that the matter is to be heard.
6. Although this practice will not be mandated for civil applications in regional Courts, it is to be expected that a similar approach will be adopted where there is a significant number of matters listed in applications for the same day.
7. So far as possible, parties should endeavour to avoid attending Court for the hearing of an application. Parties should consider the following alternatives.
8. First, PD 1 of 2017 requires that parties provide outlines by 4pm on the day before the hearing. This results in most consents and adjournments being made on the papers on the day before the hearing. However, if the matter reaches consent or adjournment at any time prior to hearing, parties should notify the associate by email immediately with a view to orders being made on the papers.
9. Second, parties should seek a hearing on the papers where possible. That is common for substituted service applications. Other applications should also be considered, such as applications relating to settlement of a Family Provision Application.
10. Third, parties should endeavour to appear by telephone. In that case, notify the associate when providing submissions pursuant to PD 1 of 2017. If only one party is calling in, the associate will provide the number for the Court. If more than one party is calling in, the matter will proceed by way of Chorus Call. Chorus Call Instructions for External Users are available on the Court website or from the Associate. The call will occur at the time listed for hearing of the application unless the associate provides different instructions on the day.
11. Fourth, if a face to face appearance is thought to be necessary, parties should ensure that as few people as possible come to Court.
12. Finally parties might wish to make arrangements for video conferencing (using the Cisco WebEx app) in place of a face to face appearance. Details about the Cisco WebEx app may be seen under "Use of Court technology during COVID-19 Response" portal on the Court webpage on 24 March 2020.