

Planning & Environment Division update

Planning, land valuation or environment and resources proceedings

What's changing

While we continue to conduct hearings by phone or videoconference, we are re-introducing in person hearings where appropriate. Find out the types of hearings that will proceed in person [here](#).

Refer to your VCAT order to check if we have scheduled your hearing or compulsory conference for an in-person, phone, or videoconference hearing.

Attending on an as-needs basis

- Only attend an in-person hearing if you're involved in the case, for example, you're a party, witness or support person. If required and subject to availability, a Zoom Webinar link can be provided for interested parties who wish to observe a hearing. Email admin@vcat.vic.gov.au

What you need to know if your hearing is in person

You must comply with our COVID safety measures when coming to VCAT:

- Do not attend VCAT if you have tested positive for COVID-19 or if you have any symptoms of COVID-19
- It is a condition of entry that masks are worn in all publicly accessible areas of the Tribunal (including foyers, lifts, service counters, and waiting areas), unless a medical exemption applies. In hearing rooms, masks are recommended, but this is subject to the direction of the Presiding Member.
- Maintain social distancing (1.5 metres) where possible.
- Hand sanitisers are available throughout the building for all to use. Air purifiers with HEPA filters are on during all face-to-face hearings.
- Make sure you arrive at least 30 minutes before your hearing to get through security screening (similar to security at the airport) and find your hearing room.
- At the security screening, we will ask you:
 - if you have COVID-19 or any symptoms of COVID-19
 - if you have recently been in contact with someone who has COVID-19.

Depending on your answers, you may not be allowed in. If necessary, we'll decide whether alternative arrangements need to be made.

- If you are a participant in a hearing that goes for more than one day, and you test positive for COVID in between days, you should contact us to let us know and we will consider if alternative arrangements are needed.

Can you send paper documents to VCAT?

No. We no longer accept any material in paper format.

In your VCAT order, you are required to provide all the documents you intend to rely upon at the hearing (including submissions, evidence and supporting materials) **electronically to VCAT and all parties before your hearing**. We can't accept documents to be submitted through USB sticks or memory cards on the day. Any evidence you previously submitted to VCAT will be available to the member.

You need to bring your own equipment to present your case electronically.

Whilst power points and power boards are available to keep your devices charged, you need to bring your own power adapters and chargers. There is Wi-Fi available at VCAT. You will be able to display content onto a big screen or projector in all hearing and compulsory User Guides' will be available to help you set up your device for displaying content onto a big screen or projector.

Need help?

Call 1300 01 8228 or email admin@vcat.vic.gov.au if you have any questions or if you have tested positive for COVID-19 before your hearing.