

PROTOCOL

CHANCERY APPLICATIONS, CASE MANAGEMENT CONFERENCES AND PRE-TRIAL REVIEWS AT CENTRAL LONDON COUNTY COURT

1. Chancery applications, including applications for interim remedies, will be dealt with by the Chancery List judges at Central London County Court on **Friday** of each week; save for urgent applications which will be dealt with as and when necessary.
2. Part 23 of the CPR contains the rules as to how an application is to be made. If an application is being made in existing proceedings it should be made by application notice in accordance with the rules.
3. All case management hearings in Chancery cases, including case management conferences and pre-trial reviews will also be listed for hearing before a Chancery List Judge on **Friday** of each week.
4. Each application and case management hearing must be accompanied by a realistic time-estimate by the parties. If the parties give an unrealistic time-estimate of the hearing then the judge has a discretion to list that application or case management hearing at the end of the Friday list or to remove it from the list altogether and relist it on another occasion with a more appropriate time estimate.
5. A draft list of all applications and case management hearings to be dealt with by a specified judge on the Friday of any particular week will be compiled by the list officer for dissemination among the Chancery List judges by no later than noon on the Monday preceding the Friday list.
6. By no later than noon on the Wednesday preceding the hearing on Friday, the file for that hearing will have been located and provided to the specified judge by the office and/or the judge's own clerk.
7. The parties to any application or case management hearing must provide, by no later than **4pm on the Wednesday** before the Friday listing, copies of a skeleton argument, list of issues, chronology (if appropriate) and proposed directions (drafted in accordance with the Chancery List standard directions known as MT3CHY which can be found in the Chancery List Guide which can be found at <http://www.justice.gov.uk/downloads/courts/chancery-court/chancery-business-central-london-guide.pdf>).
The skeleton argument, list of issues, chronology (if appropriate) and proposed directions are to be filed with the court by using the email address CentralLondonCJskel@hmcts.gsi.gov.uk even if the documentation is also sent directly to the judge or judge's clerk on a reserved matter.
8. If the parties fail to provide the necessary documentation in time then the judge has a discretion to list that matter at the end of the Friday list or

refuse to hear the application or case management hearing and re-list for another occasion.

9. By no later than noon on the Thursday before the hearing on Friday, the specified judge will have checked that the file is available and that the papers are in order .
10. If the papers have not been filed then the judge will direct his/her clerk to contact the parties and/or their legal representatives for the provision of any missing documentation including case summaries, skeleton arguments, chronologies (if appropriate) and proposed directions.
11. On the day of the Friday hearing all parties and their representatives will be asked to come into court before the judge sits.
12. The judge will run through the list and call on each of the matters in turn so as to enable the judge to establish the identity of the parties, their state of readiness, their estimates of the duration of the hearing and, where relevant, the degree of urgency of the case. On completion of this process the judge will decide the order in which the matters will be heard and will give any other directions that may be necessary at that stage. If parties require further time for the purpose of resolving issues then the judge is to be notified of that fact and their matter may be stood out temporarily with permission to mention it at a convenient moment during the course of the day.
13. Sometimes cases may be released to another judge or if the case is likely to take longer than court time will allow, be given another fixture.
14. After the hearing, if directions have not already been agreed or a draft approved by the judge for immediate sealing, the applicant, or the Claimant in a case management hearing, will provide to court by no later than noon on the following Monday a draft order which has been approved as accurate by the other party or parties by filing the draft order with the judge's clerk or as the judge may direct on the day.
15. Once approved by the judge, that order will be sealed and sent out by the court.

His Hon Judge Dight

8 May 2013