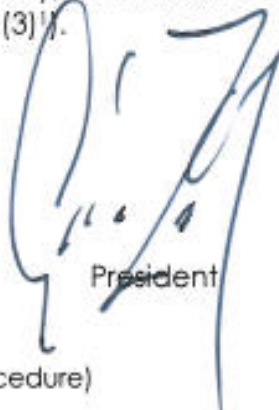




**PRACTICE STATEMENT:
COMPLEX CASES: CASE MANAGEMENT**

1. A case is "complex" for the purpose of this Practice Statement if it has one or more of the following features:
 - I. a novel, important or difficult question of law;
 - II. national implications;
 - III. lengthy or complex evidence;
 - IV. any other factor that makes it desirable to manage the case and issue specific directions, including the selection of a lead appeal under reg. 7 of the Procedure Regulations.¹
2. Case management will apply in any case assessed as "complex".
3. The clerk will refer any case which appears to be complex for the purpose of this Practice Statement to a senior member. In addition, a party may apply for a case to be treated as complex. This may be done at any stage.
4. On referral by the clerk the senior member will determine whether to treat the case as complex and decide whether to hold a case management hearing or issue directions without a hearing. The senior member may at any stage assess as complex a case with which he/she is dealing. A panel may likewise do so in the course of a hearing.
5. If a case management hearing is to be held, the senior member will normally sit alone, but may decide to convene a full panel. The form of the notice of a case management hearing is contained in Annex 1 below.
6. Following the case management consideration, the senior member or panel will decide what directions should be issued or other orders made to facilitate the hearing of the appeal. Specimen directions are contained in Annex 2, but these are not intended to be exhaustive or comprehensive.
7. Any direction must state whether a failure to comply will or may, as the case may be, lead to the striking out of the appeal (under reg. 10(1) and (3)).

23 March 2010



President

¹ The Valuation Tribunal for England (Council Tax and Business Rates Appeals) (Procedure) Regulations 2009 (SI 2009 No 2269).

NOTICE OF A CASE MANAGEMENT HEARING

I am writing to advise you that the Tribunal has decided to hold a case management hearing in respect of the above appeal on at which you are required to appear.

The purpose of the case management hearing is to make arrangements for the hearing of the appeal, which may include:

- 1) Identifying the issues in dispute;
- 2) Making directions in respect of the exchange of evidence;
- 3) Deciding whether the appeal can be heard in conjunction with other appeals dealing with same issue;
- 4) Setting out the ground rules to enable the appeal to be heard in an efficient manner;
- 5) Determining the date of the hearing.

The case management hearing does not decide the appeal. That hearing will be held later.

Please confirm that you will be attending. If the above date is not convenient to you, please inform the clerk without delay at the above address and request an alternative. You will be asked to give the reasons for requiring a different date.

MENU OF DIRECTIONS FOR COMPLEX CASES

The directions might include:

1. By the parties to provide (if possible) the Tribunal with an agreed statement of facts and the issues to be determined by the Tribunal.
2. By the parties to provide the Tribunal with an estimated length of hearing and dates to avoid.
3. By ... the parties shall provide each other and the Tribunal with statements of witnesses relied upon.
4. By..... the parties shall agree a single paginated bundle of the documentary evidence relied upon and serve four copies on the Tribunal.
5. By the parties shall exchange skeleton arguments together with authorities and shall serve four copies of the arguments and authorities on the Tribunal.
6. The parties are at liberty to apply for further directions or amendment of the existing directions.