

Temporary working guidance for the Judiciary Staff and Practitioners.

Greater Manchester Financial Remedies Court between 6.4.20 - 4.5.20.

1. **All urgent applications.** Including MPS/IM/LSO/S37. Applicant must on issue identify and explain the urgency. Administration shall e mail the allocated judge/hearing judge or the lead judge who will decide considering the representations made and applying the overriding objective in the light of the current public health emergency. If satisfied they will give directions for a remote hearing either by BT meet me or SfB. Likely to be listed before a FR judge with ineffective final hearings.
2. **First Appointments.** Accelerated procedure is the default position (4th schedule FR Good Practice Guide). Consent orders to be filed by email to manchesterdivorce@justice.co.uk. If agreement reached late still submit.
Otherwise listed First Appointments will be conducted as a paper hearing without attendance. The parties must electronically file no later than 2 days before the hearing
 1. The Form E's without attachments.
 2. A chronology marked as agreed or not.
 3. Agreed or separate statements of issues (no more than 2 pages of A4).
 4. Questionnaires (no more than 4 pages A4).
 5. Any part 25 applications for expert evidence with supporting statements.
 6. Short written submissions (no more than 1 page of A4) and a draft order.

Any request to depart from this for a remote hearing must be made at the 7 days prior to the hearing attaching form RH1a. The administration to refer to the allocated / hearing judge for directions.

3. **Financial Dispute Resolution Appointments.** By remote hearing. Platform when both have legal representation: SfB (unless another is agreed with the judge). Legal representative of the applicant shall file RH1a no later than 7 days prior to the hearing. Where both are self-representing the remote hearing will probably be BT meet me and both must inform the court of their contact telephone number and e mail address 7 days before the hearing. Position statements, skeleton arguments, details of all offers made and draft orders to be electronically filed 7 days before the hearing.
4. **Final Hearings.** All listed cases within the window will only proceed as a remote hearing to case manage at the start of day one. To review urgency and consider directions for the future remote final hearing. Applicants solicitor to court and judge RH1a 7 days before. E Bundles: follow the FRC protocol.
5. **Alternative Dispute Resolution** must be considered always.
6. **Consent orders.** Case management and final order (if not lodged on the digital platform) to be emailed to the court.
7. **Remote hearings.** Each court in the CJC has a dedicated BT meet me line for telephone hearings. Judicial guidance on use has been issued. During this window remote video hearings are likely to be via SfB.
8. **Agreements to stay or adjourn.** Email to the court.
9. **In person hearings.** Only with the permission of the judge. No attendance at the CJC otherwise. **Must not attend in any event** if symptomatic to covid- 19 or, required to self-isolate. Safe distancing guidelines must be observed.
10. **Generally.** Just in time working will fail. We all must allocate time to prepare earlier. Cooperation and effective communication between all. Clear sense of focus on identifying all areas capable of agreement and those issues that require determination.