Class 4 – First Directions Hearing

Short Minutes of Order

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| **COURT DETAILS** |  |
| Court | Land and Environment Court of New South Wales |
| Class |  |
| Case number |  |
| **TITLE OF PROCEEDINGS** |  |
| [First] applicant | **[name]** |
| #Second applicant #Number of applicants (if more than two) |  |
| [First] respondent | **[name]** |
| #Second respondent #Number of respondents (if more than two) |  |
| **[#FILING #ISSUING #PREPARATION] DETAILS** | |
| [#Filed #Issued #Prepared] for | **[name]** [role of party eg applicant] |
| #Legal representative | [solicitor on record] [firm] |
| #Authorised agent | [agent's name] [#agent's firm] |
| #Legal representative reference #Authorised agent reference | [reference number] |
| Contact name and telephone | [name] [telephone] |
| **SHORT MINUTES OF ORDER** |  |

Note: Strike through/amend as required.

**Usual directions at first directions hearing**

1. [in judicial review proceedings only] The respondent is to serve its response to the summons by [1 week].
2. The applicant is to serve its affidavits in chief and bundle of tender documents [and, in non-judicial review proceedings where appropriate, points of claim] by [2 weeks].
3. The respondent is to serve its affidavits in chief and bundle of any additional documents [and, in non-judicial review proceedings where appropriate, points of defence] by [5 weeks].
4. The applicant is to serve any affidavits in reply and bundle of any additional documents in reply [and, in non-judicial review proceedings where appropriate, points of reply] by [7 weeks].
5. [if applicable] The parties’ experts are to confer and serve the parties with a joint report (including any reply evidence) setting out the matters on which they agree and disagree and the reasons for any disagreement by [9 weeks].

2

1. The matter is listed for a second directions hearing before the List Judge on [10 weeks].
2. At the second directions hearing the parties are to hand to the Court an agreed estimate or competing estimates of the time required for the hearing broken down as follows:
   1. opening addresses,
   2. tender of written evidence and objections,
   3. cross-examination,
   4. any view of properties,
   5. closing submissions.
3. [In judicial review proceedings] If leave to cross-examine a witness is to be sought (see r 59.7(3) UCPR), leave should be sought, if practicable, at the second directions hearing.

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| **SIGNATURE** |  |
| Signature of applicant or legal representative for applicant | |
| Capacity | [eg solicitor, authorised agent for (role of party), role of party] |
| Date of signature |  |
| Signature of respondent or legal representative for respondent | |
| Capacity | [eg solicitor, authorised agent for (role of party), role of party] |
| Date of signature |  |