

First tier Tribunal Property Chamber
(Residential Property)

Applications and requests for case management or other interim orders

The Tribunal Procedure First-Tier Tribunal (Property Chamber) Rules 2013

It is important that you read the notes below carefully before you complete this form.

This is the form to use if you want to ask a tribunal judge to consider a procedural matter.
A procedural matter could be (but is not limited to) one of the following:

- An application to amend/vary/extend the tribunal's directions
- An application to postpone a hearing
- An application to debar evidence from another party
- An application to join proceedings

Applications should be sent as a Microsoft Word document by email to the relevant regional tribunal address shown in the Annex to this form. If you cannot access email or find someone to assist you in lodging your application by email, then a paper application will be acceptable although there may be a delay in dealing with this. Sending an application on paper will not be suitable in urgent cases.

Please do not use this form to request consent to the withdrawal of an application or to apply for permission to appeal as separate forms are available for those purposes.

Please also note that the tribunal cannot give legal advice, so please do not use this form if you are seeking legal advice.

If you are completing this form by hand please use BLOCK CAPITAL LETTERS.

1. TRIBUNAL'S CASE REFERENCE NUMBER

Case Ref: CHI/00MR/LDC/2024/0066

2. ADDRESS OF PROPERTY

Various Properties of Portsmouth City Council

3. YOUR NAME

Cheryl Robinson

4. RELATIONSHIP TO CASE (ie Applicant, Applicant's representative, Respondent, Respondent's Representative)

Applicant's representative (employee of Portsmouth City Council)

5. IF YOU ARE THE REPRESENTATIVE PLEASE ADD NAME OF COMPANY (ie name of solicitors, property/managing agent etc)

Name:

6. BRIEF DESCRIPTION OF THE APPLICATION OR REQUEST AND THE ORDER THAT YOU WISH THE TRIBUNAL TO MAKE (ie postponement, extend/vary/amend directions, debar evidence)

We send our apologies and regrets at the failure to respond in respect of the two leaseholders who sent in their objections to this application.

We incorrectly interpreted your directions and were going to provide bundles and respond to leaseholders upon further instruction from the Tribunal. We take full responsibility for this error and will correct it (we have now contacted leaseholders concerned) within a new timeframe set by the Tribunal if our application is allowed to proceed.

We are certain that if we are required to commence the application from the beginning this will cause upset and confusion for our leaseholders, as many of them were greatly confused by the application and it did cause some distress and concern to our leaseholders and many telephone conversations were had with our customers to reassure them of our intention. Many leaseholders made payments to the Tribunal when it was not necessary, despite us sending a covering letter clearly explaining the procedure and why we were making the application. We are in need of procuring energy at the best possible prices for our leaseholders as well as our tenants so would like this case to progress to achieve this for them and for our tenants also.

7. GROUNDS/REASONS FOR APPLICATION OR REQUEST

We are experiencing reduced resource within our leasehold team and are doing our best to provide a good and robust service to our customers on a day to day basis and we misinterpreted your directions. We respectfully request the continuation to be agreed for the sake of our customers to cause them no further confusion or repeated actions to complete in respect of this application.

8. CONSENT AND NOTIFICATION TO OTHER PARTIES

(a) If all parties **agree** to this application then you must attach a copy of their written consent

(b) If all parties **do not** agree to this application then you must confirm that you have sent them a copy of this application and notify them that they must send a copy of any objection to the tribunal and to the applicant (ie the person/party making this application). Please tick the box to confirm that this has been done?



9. AVAILABILITY IF THE TRIBUNAL DECIDE TO DEAL WITH THIS BY MEANS OF A CONFERENCE CALL

If the Tribunal decides to deal with this by means of a conference call, are there any dates/times to avoid in the next ten working days?

Dates on which you will NOT be available:

--

10. STATEMENT OF TRUTH

The statement of truth must be signed and dated.

I believe that the facts stated in this application are true.

Signed: Cheryl Robinson **Dated:** 10/08/2024

	_____		_____
--	-------	--	-------