



WARDEN'S COURT

MAGISTRATES COURT OF WESTERN AUSTRALIA

501 HAY STREET

PERTH WA 6000

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## **CIRCULAR TO PRACTITIONERS**

### **No. 4 of 2025**

Dear Practitioners,

#### **RE: FILING DEADLINE FOR MINUTES**

1. The purpose of this Circular is to assist in the efficient, expeditious, and fair determination of disputes in the Warden's Court.
2. Despite Practice Direction 1 of 2023, advising parties of the filing deadline for Minutes, to wit:
  - a) That where conferral has occurred and a Minute of Consent is sought to be lodged excusing the parties' attendance, that Minute of Consent and explanatory correspondence must be received by the Warden's Court by close of business three days prior to the listing, ie, if the listing is on a Friday, the Minute of Consent must be received by the Warden's Court by 4:00 p.m. Tuesday; and
  - b) That where no orders have been agreed, competing Minutes must be received by the Warden's Court by close of business three days prior to the listing, ie, if the listing is on a Friday, Minutes must be received by the Warden's Court by 4:00 p.m. Tuesday.

parties continue to file Minutes after the filing deadline, many accompanied by what may politely be described as very generalised justifications.

3. The practice is advised that unless there is significant improvement in compliance with the relevant Practice Directions, and where a Minute of Consent and explanatory correspondence seeking to excuse the parties' attendance is filed after the three-day filing deadline, parties might not be excused from attending without further notice.

4. The Wardens will of course retain a discretion to accept late minutes, however the provision of same must not become the de facto practice explained simply by reference to the need for further time to negotiate between the parties.



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Warden TW McPhee

13 August 2025



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Warden SJ Davies

13 August 2025