



Legal Aid
Agency

Tables of Amendments to the 2022 Standard Crime Contract

This document lists amendments made to either the Standard Terms or the Specification during the 2022 Standard Crime Contract (which runs from 1 October 2022 to 30 September 2025). Amendments are consulted on with the Consultative Bodies, in accordance with Clause 13 of the Standard Terms. There is a table for each set of amendments:

- [Standard Terms – version 2 \(draft version\)](#) – the Standard Terms will be amended for the Domestic Abuse Protection Notice (DAPN) and Domestic Abuse Protection Order (DAPO) pilot that the Government intends to launch in November 2024. The amendments will come into effect in 4 weeks from the date of this notice (15 October 2024). Providers may undertake work with regards to DAPO and DAPN after the pilot go-live date in the relevant pilot areas in accordance with The Legal Aid, Sentencing and Punishment of Offenders Act 2012 (Legal Aid: Family and Domestic Abuse) (Miscellaneous Amendments) Order 2023 and The Legal Aid, Sentencing and Punishment of Offenders Act 2012 (Legal Aid: Domestic Abuse) (Amendment) Order 2024. The relevant table below sets out the amendments.
- [Specification – version 5 \(draft version\)](#) - the Specification will be amended for the Domestic Abuse Protection Notice (DAPN) and Domestic Abuse Protection Order (DAPO) pilot that the Government intends to launch in November 2024. The amendments will come into effect in 4 weeks from the date of this notice (15 October 2024). Providers may undertake work with regards to DAPO and DAPN after the pilot go-live date in the relevant pilot areas in accordance with The Legal Aid, Sentencing and Punishment of Offenders Act 2012 (Legal Aid: Family and Domestic Abuse) (Miscellaneous Amendments) Order 2023 and The Legal Aid, Sentencing and Punishment of Offenders Act 2012 (Legal Aid: Domestic Abuse) (Amendment) Order 2024. The relevant table below sets out the amendments.
- [Specification – version 4 \(current version\) \(effective from 2 April 2024\)](#) – the Specification was amended effective from 2 April 2024 to take account of the Set Aside Process in Parole Board Cases and to allow Pre-Signature Work in Disciplinary Cases where there is a hearing before the Prison Governor or the Independent Adjudicator that takes place via video link.

- [Specification – version 3 \(effective from 3 August 2023 to 1 April 2024\)](#) – the Specification was amended effective from 3 August 2023 to facilitate the removal of financial eligibility tests for under 18s as part of Phase 1 of the Means Test Review; and to allow for changes to office opening hours and supervision requirements allowing providers to exercise flexibility in these areas.
- [Specification - version 2 \(effective from 1 July 2023 to 2 August 2023\)](#) – the Specification was amended effective from 1 July 2023 to allow providers to bill pre-charge bail cases a month after the initial police station attendance in the same circumstances that they are able to do so in Release Under Investigation (RUI) cases.

Standard Terms – version 2 (draft version)

The Standard Terms will be amended for the Domestic Abuse Protection Notice (DAPN) and Domestic Abuse Protection Order (DAPO) pilot that the Government intends to launch in November 2024. The amendments will come into effect in 4 weeks from the date of this notice (15 October 2024). Providers may undertake work with regards to DAPO and DAPN after the pilot go-live date in the relevant pilot areas in accordance with The Legal Aid, Sentencing and Punishment of Offenders Act 2012 (Legal Aid: Family and Domestic Abuse) (Miscellaneous Amendments) Order 2023 and The Legal Aid, Sentencing and Punishment of Offenders Act 2012 (Legal Aid: Domestic Abuse) (Amendment) Order 2024. The relevant table below sets out the amendments.

Clause	Amendment
1.1	<p><i>Amended Definition</i></p> <p>“Associated Civil Work” means Legal Help and civil Legal Representation in actual or proposed proceedings:</p> <p>(a) for judicial review (including proceedings under the Human Rights Act 1998) or proceedings for habeas corpus, provided those proceedings arise from a Matter or Case within the "Crime" Category of Law; or</p>

Clause	Amendment
	<p>(b) under the Proceeds of Crime Act 2002;</p> <p>(c) Civil Legal Services in relation to proceedings for injunctions sought in respect of alleged anti-social behaviour arising under Part 1 section 1 of the Anti-Social Behaviour, Crime and Policing Act 2014; or</p> <p>(d) Civil Legal Services in relation to proceedings for injunctions sought in respect of gang related violence and drug-related activity arising under Part 4 of the Policing and Crime Act 2009 (so called ‘gang’ injunctions); or</p> <p>(e) Civil Legal Services in relation to proceedings arising under Part 3 of the Domestic Abuse Act 2021 concerning Domestic Abuse Protection Orders in accordance with the specification of the civil legal aid contract in force at the time;</p>

Specification – version 5 (draft version)

The Specification will be amended for the Domestic Abuse Protection Notice (DAPN) and Domestic Abuse Protection Order (DAPO) pilot that the Government intends to launch in November 2024. The amendments will come into effect in 4 weeks from the date of this notice (15 October 2024). Providers may undertake work with regards to DAPO and DAPN after the pilot go-live date in the relevant pilot areas in accordance with The Legal Aid, Sentencing and Punishment of Offenders Act 2012 (Legal Aid: Family and Domestic Abuse) (Miscellaneous Amendments) Order 2023 and The Legal Aid, Sentencing and Punishment of Offenders Act 2012 (Legal Aid: Domestic Abuse) (Amendment) Order 2024. The relevant table below sets out the amendments.

Paragraph	Amendment
1.2	<p><i>New Definition</i></p> <p>“DAPN” means Domestic Abuse Protection Notice(s) as defined in section 22(2) of Part 3 of the Domestic Abuse Act 2021;</p>
1.2	<p><i>New Definition</i></p> <p>“DAPO” means Domestic Abuse Protection Order(s) as defined in section 27 of Part 3 of the Domestic Abuse Act 2021;</p>
1.2	<p><i>New Definition</i></p> <p>“DAPO Pilot Scheme” means the pilot scheme as described at the civil legal aid contract specification in force at the time;</p>
1.3	<p><i>New Unit of Work in Associated Civil Class of Work inserted into the table at 1.3</i></p> <p>Civil Legal Services in relation to proceedings arising under Part 3 of the Domestic Abuse Act 2021 concerning DAPO under the DAPO Pilot Scheme</p>
Between 13.53 and 13.54	<p><i>New Heading</i></p> <p>Civil Legal Services in relation to proceedings for DAPO arising under Part 3 of the Domestic Abuse Act 2021</p>
13.54	<p><i>New Paragraph</i></p>

Paragraph	Amendment
	<p>This Unit of Work concerns Civil Legal Services in relation to proceedings for DAPO in civil and criminal courts. For the avoidance of doubt, this includes Civil Legal Services for proceedings in all civil court venues as well as the magistrates' court and the Crown Court.</p>
<p>13.55</p>	<p><i>New Paragraph</i></p> <p>For the avoidance of doubt, in the following cases the legal services provided to the person against whom the DAPO/DAPN is sought will fall under the criminal legal aid Classes of Work of Criminal Investigations and/or Criminal Proceedings under this Specification:</p> <p>(a) proceedings in relation to a breach of either a DAPN or a DAPO, or where the magistrates' court or Crown Court issue a DAPO on their own motion;</p> <p>(b) where the magistrates' court or the Crown Court issue a DAPO on their own motion or a DAPO in relation to other criminal proceedings is varied or discharged upon application; or</p> <p>(c) where the police apply for a DAPN as part of a Criminal Investigation; or</p> <p>(d) where an appeal arises in the context of criminal legal aid being provided under Paragraphs 13.55 (a) to (c).</p>
<p>13.56</p>	<p><i>New Paragraph</i></p> <p>When undertaking work under this Unit of Work the relevant provisions of the civil legal aid contract apply except insofar as this Specification provides otherwise. For the purposes of this Paragraph, the relevant civil legal aid contract is the one in force at the date you commence the civil matter.</p>
<p>Between 13.56 and 13.57</p>	<p><i>New Heading</i></p> <p>Qualifying Criteria</p>

Paragraph	Amendment
13.57	<p><i>New Paragraph</i></p> <p>In order to provide Civil Legal Services under this Unit of Work, the criteria in the Civil Merits Regulations, Civil Financial Regulations and Civil Procedure Regulations must be satisfied.</p>
13.58	<p><i>New Paragraph</i></p> <p>In order to provide Legal Representation, a Client must be issued with a Certificate in accordance with the Civil Procedure Regulations. This may include a determination that a Client qualifies for authorised representation provided on an emergency basis under your Delegated Functions.</p>
13.59	<p><i>New Paragraph</i></p> <p>To provide Civil Legal Services under this Unit of Work, the Client must meet the financial eligibility test set out in the Civil Financial Regulations.</p>
Between 13.59 and 13.60	<p><i>New Heading</i></p> <p>Application Procedures and rules on claiming</p>
13.60	<p><i>New Paragraph</i></p> <p>You must apply for Civil Legal Services and claim for work undertaken in this Unit of Work in accordance with the rules applicable to civil matters under the Civil Contract, using the procedures and claim forms specified for civil matters under the civil contract in force at the time.</p>
Between 13.60 and 13.61	<p><i>New Heading</i></p> <p>Payment</p>

Paragraph	Amendment
13.61	<i>New Paragraph</i> You will be remunerated for work undertaken in this Unit of Work in accordance with and at such rates as set out in the Civil Remuneration Regulations. The civil contract specification sets out which parts of the Civil Remuneration Regulations are applicable in each case.
13.62	<i>New Paragraph</i> Disbursements will be paid in accordance with the Civil Remuneration Regulations.

Specification – version 4 (current version) (effective from 2 April 2024)

The Specification was amended effective from 2 April 2024 to take account of the Set Aside Process in Parole Board Cases and to allow Pre-Signature Work in Disciplinary Cases where there is a hearing before the Prison Governor or the Independent Adjudicator that takes place via video link.

Parole Board Set Aside Process

Paragraph	Amendment
1.2	<i>Amended Definition</i>

Paragraph	Amendment
	<p><i>“Parole Board Case”</i> means Advice and Assistance or Advocacy Assistance (including any subsequent Advocacy Assistance provided in respect of a Parole Board Reconsideration Hearing or a Parole Board Set Aside Hearing) on a Matter which falls under Section 12 and is within scope of regulation 12(2)(g) and (h) of the Criminal Legal Aid (General) Regulations 2013;</p>
1.2	<p><i>Amended Definition</i></p> <p><i>“Parole Board Hearing”</i> means any hearing that is heard before the Parole Board in a Parole Board Case that is not a Parole Board Reconsideration Hearing or a Parole Board Set Aside Hearing;</p>
1.2	<p><i>New Definition</i></p> <p><i>“Parole Board Set Aside Hearing”</i> means the hearing (whether heard orally or on the papers) which the Parole Board Set Aside Panel directs to take place where it decides that a final decision should be set aside and that the case should be decided in accordance with rule 28A(8) of the Parole Board Rules 2019, as amended;</p>
1.2	<p><i>New Definition</i></p> <p><i>“Parole Board Set Aside Panel”</i> means a panel appointed pursuant to rule 5 of the Parole Board Rules 2019 as amended to consider any application made to set aside a final decision under rule 28A of the Parole Board Rules 2019, as amended;</p>
1.2	<p><i>New Definition</i></p>

Paragraph	Amendment
	<p>“Parole Board Set Aside Process” means the process, including any application or initiation of the process, of making a decision on whether a final decision made by the Parole Board will be set aside in accordance with rule 28A of the Parole Board Rules 2019, as amended;</p>
8.7	<p><i>Amended Paragraph</i></p> <p>Subject to the provisions of Section 12 of this Specification in relation to Parole Board Reconsideration Hearings, the Parole Board Set Aside Process and Parole Board Set Aside Hearings, if you have already submitted a Claim and the same Client seeks further Advice and Assistance, Advocacy Assistance or Representation from you on the same Matter or Case, then any subsequent work will be treated as supplemental to the original Claim and, where relevant, the original limit (as extended) will continue to apply. You must notify us at the time that you submit the supplemental Claim that a Claim has been made previously.</p>
12.25	<p><i>Amended Paragraph</i></p> <p>You must not begin more than one Sentence Case, or more than one Parole Board Case for a Client at any one time. If you commence a Sentence Case and a Parole Board Case concurrently, you must claim for each Matter separately. Any application to the Parole Board for a Parole Board Reconsideration Hearing (or an application pursuant to rule 28A of the Parole Board Rules 2019 as amended) will form part of the same Parole Board Case. A subsequent Claim for Advocacy Assistance may be made if the Parole Board or Parole Board Set Aside Panel determines that a Parole Board Reconsideration Hearing or Parole Board Set Aside Hearing shall be listed or directed (whether orally or on the papers).</p>
12.31B	<p><i>New Paragraph</i></p>

Paragraph	Amendment
	<p>All work after the Parole Board Set Aside Panel directs the Matter for a Parole Board Set Aside Hearing (regardless of whether a hearing is oral or heard on the papers) must be undertaken as a subsequent Claim for Advocacy Assistance, which will be in addition to any Claim for Advocacy Assistance in the Parole Board Hearing and/or Parole Board Reconsideration Hearing.</p>
12.31C	<p><i>New Paragraph</i></p> <p>Where a decision is made to adjourn or defer the progress of a Parole Board Matter, then any subsequent work will be a continuation of the same Matter or Case.</p>
12.54A	<p><i>Amended Paragraph</i></p> <p>Where the provisions of Paragraph 12.50 apply, and you have been instructed after an initial Parole Board Hearing but prior to a Parole Board Reconsideration Hearing being listed or directed, you may provide Advice and Assistance in connection with making an application for reconsideration (subject to paragraph 12.108). Where you are instructed in circumstances where a Parole Board Reconsideration Hearing is already listed or directed any further work must be provided as Advocacy Assistance.</p>
12.54B	<p><i>New Paragraph</i></p> <p>Where the provisions of Paragraph 12.50 apply, and you have been instructed after a Parole Board Hearing or Parole Board Reconsideration Hearing but prior to a Parole Board Set Aside Panel directing that a Parole Board decision should be set aside, you may provide Advice and Assistance in connection with the Parole Board Set Aside Process, subject to paragraph 12.108. Where you are instructed in circumstances where a Parole Board Set Aside Panel has already directed that a decision should be set aside then any further work must be provided as Advocacy Assistance.</p>

Paragraph	Amendment
12.62	<p data-bbox="394 308 712 344"><i>Amended Paragraph</i></p> <p data-bbox="394 384 1901 676">You must not provide Advice and Assistance (or Advocacy Assistance) on a Matter where you have previously provided it. An exception to this rule is where there are substantive issues outstanding from the first occasion when Advice and Assistance (or Advocacy Assistance) was provided (this will often be the case where the Client has simply failed to give instructions for a period) or there has been a material development or change in the Client's circumstances such that further Advice and Assistance is now required. A f Further exceptions to this rule is are either where a Parole Board Reconsideration Hearing or a Parole Board Set Aside Hearing is listed or directed in a Parole Board Case, in which case a subsequent Claims for Advocacy Assistance may be made.</p>
12.67	<p data-bbox="394 761 712 798"><i>Amended Paragraph</i></p> <p data-bbox="394 837 1574 874">Subject to Paragraphs 12.67A and 12.67B below, a Claim may be submitted when:</p> <ul style="list-style-type: none"> <li data-bbox="394 914 846 951">(a) the Matter has concluded; or <li data-bbox="394 991 1653 1027">(b) it is known that no further work will be undertaken for the Client in the same Matter; or <li data-bbox="394 1083 1901 1161">(c) it is unclear whether further work will be required or not and a minimum of three months has elapsed since the last work in the Matter was undertaken.
12.67B	<p data-bbox="394 1214 629 1251"><i>New Paragraph</i></p> <p data-bbox="394 1291 1901 1398">Where the Parole Board Set Aside Panel directs a Parole Board Set Aside Hearing (either orally or on the papers), a Claim may be submitted for the initial Advocacy Assistance provided in the Parole Board Hearing, and/or Parole Board Reconsideration Hearing Case, up to that point, even though</p>

Paragraph	Amendment
	<p>the Matter has not concluded. A subsequent Claim for Advocacy Assistance may be made for the further work undertaken in relation to the Parole Board Set Aside Hearing (whether this takes place on the papers or as an oral hearing) from that point onwards.</p>
12.101	<p><i>Amended Paragraph</i></p> <p>This Unit of Work covers Advice and Assistance or Advocacy Assistance and can only be provided in relation to matters described in regulation 12(2)(g) and (h) of the Criminal Legal Aid (General) Regulations 2013. All cases referred to the Parole Board for their consideration are in scope. This includes, but is not limited to, cases referred to the Parole Board for their advice following a prisoner's return to closed conditions, and Parole Board Reconsideration Hearings, Parole Board Set Aside Hearings and the Parole Board Set Aside Process under 28A of the Parole Board Rules 2019, as amended.</p>
12.106	<p><i>Amended Paragraph</i></p> <p>The Fixed Fee which applies for Advice and Assistance given on a paper based Parole Board Hearing Parole Board Case determined on the papers is as specified in the Criminal Remuneration Regulations and must be claimed for accordingly.</p>
12.111	<p><i>Amended Paragraph</i></p> <p>The Standard Fees apply for Advocacy Assistance given on a Parole Board Cases Hearing (including under the Intensive Paper Review process), and Parole Board Reconsideration Hearings and Parole Board Set Aside Hearings are as specified in the Criminal Remuneration Regulations and must be claimed for accordingly.</p>

Paragraph	Amendment
12.113	<p><i>Amended Paragraph</i></p> <p>As further provided in the Parole Board Rules 2019, the Parole Board proceedings will not have concluded until the time period for making an application for reconsideration or an application to set aside a Parole Board decision has lapsed or such an application has been dismissed or when the prisoner has been released. Any work done in connection with making an application for reconsideration or the Parole Board Set Aside Process (including an application to set aside a final decision) must be billed as part of the existing Advice and Assistance or Advocacy Assistance Matter.</p>
12.114	<p><i>Amended Paragraph</i></p> <p>Where the Client has not received Advice and Assistance or Advocacy Assistance in connection with their Parole Board Case you may provide Advice and Assistance in connection with making an application for reconsideration or setting aside the Parole Board final decision.</p>
12.116	<p><i>New Paragraph</i></p> <p>A separate Advocacy Assistance fee is claimable in circumstances where the Parole Board Set Aside Panel directs the matter for a Parole Board Set Aside Hearing in situations whereby the final decision has been set aside.</p>

Pre-Signature Work in Disciplinary Cases

Paragraph	Amendment
12.15	<p><i>Amended Paragraph</i></p> <p>A properly completed application, signed by the Client, must be kept on your file for Audit purposes. Subject to Paragraphs 12.95A to 12.95C, Y-you must not make a Claim in this Class of Work unless the Client has signed the application forms and is financially eligible to receive assistance.</p>
12.16	<p><i>Amended Paragraph</i></p> <p>This Paragraph overrides the postal rules in Section 4. Wherever possible, you must arrange for the Client to complete the application forms by post, after you receive instructions and, subject Paragraphs 12.95A to 12.95C, before you commence work.</p>
12.95A	<p><i>New Paragraph</i></p> <p>A Claim under this Unit of Work covers all work undertaken from the date on which the application forms are completed. It also covers any Advocacy Assistance given on the same Case before the application forms are completed if the following conditions are met:</p> <p>(a) the Client meets the Financial Eligibility Test, and you are satisfied that the Sufficient Benefit Test is met;</p> <p>(b) the hearing before the Prison Governor or the Independent Adjudicator takes place via video link and the interests of justice require that the Advocacy Assistance is provided as a matter of urgency i.e., there is a hearing within 28 calendar days from the date when initial instructions are taken; and</p>

Paragraph	Amendment
	(c) there is no undue delay in posting the application forms, which must be completed and signed by the Client no more than 28 calendar days after initial instruction.
12.95B	<p data-bbox="394 421 629 456"><i>New Paragraph</i></p> <p data-bbox="394 501 1890 608">If you provide Advocacy Assistance under this Unit of Work, then any Claim must include any pre-signature work. Where a Standard Fee is payable, it will apply to all the work required to be included in the same Claim.</p>
12.95C	<p data-bbox="394 687 629 722"><i>New Paragraph</i></p> <p data-bbox="394 767 1890 900">In order to enable us to decide whether pre-signature work may be claimed and/or allowed, you must note on file the date of initial instruction, the date the application for a determination that an individual qualifies for Advocacy Assistance was sent to the Client and the date of the hearing.</p>

Specification - version 3 (effective from 3 August 2023 to 1 April 2024)

The Specification was amended effective from 3 August 2023 to allow for changes to office opening hours and supervision requirements allowing providers to exercise flexibility in these areas. Changes have also been made to facilitate the removal of financial eligibility tests for under 18s as part of Phase 1 of the Means Test Review.

Office Opening Hours

Paragraph	Amendment
2.44	<p data-bbox="398 276 712 308"><i>Amended Paragraph</i></p> <p data-bbox="398 355 1305 387">Each of your Offices (of which you must have at least one) must:</p> <ul style="list-style-type: none"> <li data-bbox="398 435 1693 467">(a) satisfy any professional requirements of your regulator and be registered as appropriate; <li data-bbox="398 507 1563 539">(b) provide you with a constant right of access at any point during Business Hours; <li data-bbox="398 579 1861 754">(c) be open and accessible to Clients, prospective Clients and other interested parties during normal Business Hours for at least 7 hours between 8am and 8pm on each Business Day and be permanently staffed by a representative of your organisation (who need not be directly employed by you) for the purpose of arranging appointments and other meetings and where appropriate arranging advice in emergency cases; <li data-bbox="398 802 1877 866">(d) be able to arrange Client appointments during Business Hours on all days that the Office is open (subject to personnel availability); <li data-bbox="398 914 1854 978">(e) contain suitable facilities to interview Clients, witnesses and any other persons in a private interview room; <li data-bbox="398 1026 1496 1058">(f) contain sufficient infrastructure to enable you to deliver Contract Work; and <li data-bbox="398 1106 1821 1169">(g) meet any relevant health and safety standards, quality standards, service standards together with additional standards set out in this Contract.
2.46	<p data-bbox="398 1206 712 1238"><i>Amended Paragraph</i></p> <p data-bbox="398 1286 1888 1388">Where you operate an Office in a shared building such as another legal services provider's premises or in a serviced office arrangement you must have a right of access to the Office at all times during Business Hours for at least 7 hours between 8am and 8pm every Business Day for the purpose of providing</p>

Paragraph	Amendment
	face-to-face legal services at that Office. Any breach of this Paragraph is a Fundamental Breach and we may serve a notice on you terminating your Contract;
2.47	<p data-bbox="394 392 707 416"><i>Amended Paragraph</i></p> <p data-bbox="394 472 1827 568">During Business Hours Whenever the Office is open Clients or prospective Clients who telephone must be able to arrange appointments and other meetings and where appropriate arranging advice in emergency cases.</p>
2.48	<p data-bbox="394 620 707 644"><i>Amended Paragraph</i></p> <p data-bbox="394 700 1872 804">During non-Business Hours When the Office is not open, Clients or prospective Clients who telephone must be able to access information about opening hours and who to contact in an emergency. This may be by use of a voice mail message system.</p>

Supervision

Paragraph	Amendment
2.17	<i>Amended Paragraph</i>

Paragraph	Amendment
	<p>Arrangements must be in place to ensure that each Supervisor is able to conduct their role effectively in accordance with the requirements of this Section 2 including, but not limited to, the following:</p> <p>(a) designating time to conduct supervision of each Designated Fee Earner or Caseworker;</p> <p>(b) designating at least one day per calendar month to be in attendance at each Office at which they supervise staff (which must coincide with attendance by staff supervised) where you determine this is required and provided you comply with the standards of Section 2; and</p> <p>(c) ensuring that the level of supervision provided reflects the skills, knowledge and experience of the individual Designated Fee Earner or Caseworker.</p>
2.19	<p><i>Amended Paragraph</i></p> <p>Where a Designated Fee Earner or Caseworker undertakes Contract Work in a location other than where their Supervisor is based, the Supervisor must conduct, as a minimum, face-to-face supervision at least once per calendar month with the parties present in the same physical location where you determine this is required and provided you comply with the standards of Section 2.</p>

Removal of Financial Eligibility Tests for Under 18s – Advice & Assistance and Advocacy Assistance

Paragraph	Amendment
4.25 (d) (ii)	<p>Amended Paragraph</p> <p>(ii) the other person has sufficient knowledge of the Child or Protected Party, the problem and the Child's or Protected Party's in the case of a Protected Party, their financial circumstances (where relevant) to give proper instructions to you; and</p>
4.27	<p>Amended Paragraph</p> <p>Where relevant, the appropriate means, of the Protected Party and, in appropriate cases, those who have care and control of, or are liable to maintain, or usually contribute substantially to the Child or Protected Party's maintenance, must be taken into account in applying the Financial Eligibility Test.</p>
4.29	<p>Amended Paragraph</p> <p>Where Advice and Assistance (other than Police Station Advice and Assistance) or Advocacy Assistance is provided to a Child, the Child must sign the application form him/herself. The Child will not be subject to any Financial Eligibility Test.</p>
4.29 (a)	Paragraph removed and merged with 4.29
4.29 (b)	Paragraph removed
4.30	Paragraph no longer in use

Other Amendments and Typo Corrections

Paragraph	Amendment
1.2	<p><i>Amended Paragraph</i></p> <p>“Caseworker” means an employee who is not a Supervisor, but who is a fee earner who regularly undertakes criminal defence work to whom a specific caseload of Contract Work is allocated and is responsible for the progression of those cases, within their specific caseload, under supervision. Caseworker includes”-paralegals;</p>
2.23	<p><i>Amended Paragraph</i></p> <p>To substitute another Prison Law Supervisor under this Contract, your new Prison Law Supervisor must have in the previous 12 months undertaken at least 350 hours of direct casework which may include direct (documented) supervision. Where a Supervisor works part-time this requirement is to be read as 1050 hours of direct casework which may include direct (documented) supervision in the previous five years and meet the requirement in Paragraph 2.24.</p>
13.7	<p><i>Amended Paragraph</i></p> <p>You must ensure that your Client completes the relevant civil application forms. To apply for a determination that a Client qualifies for Associated Civil Work, the Client must complete the CIV APP1 and CIV MEANS 1 forms.</p> <p>You must apply for Civil Legal Services and claim for work undertaken in this Unit of Work in accordance with the rules applicable to civil matters under the Civil Contract, using the procedures and claim forms specified for civil matters under the Civil Contract in force at the time.</p>

Paragraph	Amendment
13.28	<p data-bbox="394 277 707 306"><i>Amended Paragraph</i></p> <p data-bbox="394 357 1850 456">You must ensure that your Client completes the relevant civil application forms. To apply for a determination that a Client qualifies for Associated Civil Work, the Client must complete the CIV APP1 and CIV MEANS 1 forms.</p> <p data-bbox="394 507 1883 628">You must apply for Civil Legal Services and claim for work undertaken in this Unit of Work in accordance with the rules applicable to civil matters under the Civil Contract, using the procedures and claim forms specified for civil matters under the Civil Contract in force at the time.</p>

Specification - version 2 (effective from 1 July 2023 to 2 August 2023)

The Specification was amended effective from 1 July 2023 to allow providers to bill pre-charge bail cases a month after the initial police station attendance in the same circumstances that they are able to do so in Release Under Investigation (RUI) cases.

Paragraph	Amendment
9.104	<p data-bbox="394 1166 707 1195"><i>Amended Paragraph</i></p> <p data-bbox="394 1246 936 1275">A Claim must only be submitted when:</p>

Paragraph	Amendment
	<p>(a) the Criminal Investigation has been concluded, either by way of the Client being charged or reported for summons, or the Matter has been disposed of in any other way; or</p> <p>(b) it is known that no further work will be undertaken for the Client in the same Matter; or</p> <p>(c) it is unclear whether further work will be required and a minimum of one month has elapsed since the last work in the Matter was undertaken. This includes where the Client has been Released Under Investigation or on pre-charge bail and it is unclear whether further work will be required. For the avoidance of doubt, where a Client has an outstanding bail back this will form part of the same Matter as the original attendance This provision will not apply where a Client has an outstanding bail back in the Matter, unless it is known that further work will not be undertaken on that occasion; or</p> <p>(d) post-charge work has been undertaken that is within the scope of this Unit of Work, and is not the subject of a claim under the Representations Unit of Work.</p>