



# Guide to the Changes in Reporting Crime Lower Work

This document summarises the key reporting changes introduced 6 December 2024 following the government's response to the Crime Lower Consultation, namely introducing an uplift to fees for some police station attendances and for work undertaken in the Youth Court

We strongly recommend you check that you are reporting according to current guidance.

This information will enable you to successfully submit applications via Contracted Work & Administration (CWA).

## Index

1. [Summary of the key reporting changes](#)
2. [Quick guide to the changes & impact on your claims](#)
3. [Detailed guidance](#)
4. [Further Information](#)

## 1 - SUMMARY

The key reporting changes being introduced for work started on or after 6 December 2024 and reported in CWA:

- New fees for Youth Court work.
- New fees for some Police Station attendances.

**If you use a case management system you may require an update to your software to ensure your system reports the correct rates and fees. Please contact your software vendor if you are unsure.**

**Please note if you use the Bulkload Spreadsheet you will need to use the updated version.**

## 2 – QUICK GUIDE

It is essential you are aware of these changes and the impacts they will have on reporting your claims.

The following table provides an overview of changes to CWA. The impact column recommends when you should implement these changes to your reporting

	Area of change	Detail	Impact
1	<b>Police Station Work</b>	The fixed fees which are paid for police station attendance will be increased by 8.75% following the suspension of the second phase of the 17.5% fee cut. This fee is dependent upon the scheme which is relevant to the police station. This will apply to work started on or after 1st April 2016.	<b>Cases with a UFN on or after 1 April 2016</b>
2	<b>Prison Law Work</b>	The rates, fixed fees and escape fee thresholds for Prison Law work will be increased by 8.75% following the suspension of the second phase of the 17.5% fee cut for cases started on or after 1st April 2016.	<b>Cases with a UFN on or after 1 April 2016</b>
3	<b>Criminal Proceedings</b>	The rates, fixed fees and limits for Criminal Proceedings work will be increased by 8.75% following the suspension of the second phase of the 17.5% fee cut for cases started on or after 1st April 2016.	<b>Cases with a Representation Order date on or after 1 April 2016</b>
4	<b>Appeals and Reviews</b>	The rates and limits for Appeals and Reviews work will be increased by 8.75% following the suspension of the second phase of the 17.5% fee cut for cases started on or after 1st April 2016.	<b>Cases with a UFN on or after 1 April 2016</b>
5	<b>New court code CCVW</b>	From 31st July 2015 breach matters in relation to Anti-Social Behaviour, Crime & Policing Act 2014 in the Crown Court should be reported with the new Crown Court code CCVW. The Claim/Staged Reached code PROV and Matter Type 36 should be used for these matters.	<b>Cases with a UFN on or after 31 July 2015</b>
6	<b>New Prison Law code PRIE</b>	A PRIE Claim for Advocacy Assistance may be made if the Parole Board determines that a Parole Board Reconsideration Hearing shall be listed or directed (whether orally or on the papers). The claim will be in addition to any Claim for Advocacy Assistance in the substantive Parole Board Case.	<b>Parole Board Reconsideration Hearing cases with a UFN on or after 22 July 2019.</b>
7	<b>New Sending Hearing Fixed Fee Code PROW</b>	A PROW claim may be made for preparation and attendance in relation to proceedings that are committed to or sent to the Crown Court for trial under section 51 of the Crime and Disorder Act 1998.	<b>Cases with a Representation Order date on or after 19 October 2020</b>
8	<b>New Fees for Pre-Charge Engagement Code INVM</b>	An INVM claim may be made for advice and assistance provided in respect of Pre-Charge Engagement. This claim will be in addition to the Police Station advice and assistance fixed fee.	<b>Cases with a formal or informal Pre-Charge Engagement that commenced on or after 7 June 2022</b>

9	<b>Police Station Work</b>	The fixed fees which are paid for police station attendance will be increased by 15%. This fee is dependent upon the scheme which is relevant to the police station. This will apply to work started on or after 30th September 2022.	<b>Cases with a UFN on or after 30 September 2022</b>
10	<b>Criminal Proceedings</b>	The rates, fixed fees and limits for Criminal Proceedings work will be increased by 15% for representation orders issued on or after 30th September 2022.	<b>Cases with a Representation Order date on or after 30 September 2022</b>
11	<b>Appeals and Reviews</b>	The rates and limits for Appeals and Reviews work will be increased by 15% for cases started on or after 30th September 2022.	<b>Cases with a UFN on or after 30 September 2022</b>
12	<b>Youth Court Fees</b>	For representation orders on or after 6 December 2024 in a Youth Court case, there are separate Youth Court standard fees which must be claimed through new YOU claim/stage reached codes	<b>Cases with a representation order on or after 6 December 2024</b>
13	<b>Police Station Work</b>	On INVC, INVD and INVJ claims, the fixed fees for 199 of the 245 police station schemes have been increased (as set out in <a href="https://www.legislation.gov.uk/uksi/2024/1163/contents/made">https://www.legislation.gov.uk/uksi/2024/1163/contents/made</a> ) for work started on or after 6 December 2024. However, the hourly rates used to calculate the actual profit costs entered for these INVC, INVD and INVJ claims remain those as of 30 September 2022.	<b>Cases with a UFN on or after 6 December 2024</b>

### 3 - DETAILED GUIDANCE

This section provides detailed guidance on the changes. However, for a comprehensive guide to reporting please see the [Crime Codes Guidance](#) found on the Gov.uk website. The rates of remuneration are set out in the following:

**The Criminal Legal Aid (Remuneration etc) (Amendment) Regulations 2015**

<http://www.legislation.gov.uk/uksi/2015/1369/made>

**The Criminal Legal Aid (Remuneration) (Amendment) Regulations 2016**

<http://www.legislation.gov.uk/uksi/2016/313/contents/made>

**The Criminal Legal Aid (Remuneration) (Amendment) Regulations 2022**

<https://www.legislation.gov.uk/uksi/2022/848/contents/made>

**The Criminal Legal Aid (Remuneration) (Amendment) Regulations 2024**

<https://www.legislation.gov.uk/uksi/2024/1163/contents/made>

**The Criminal Legal Aid (Remuneration) (Amendment) (No. 2) Regulations 2024**

<https://www.legislation.gov.uk/uksi/2024/1270/contents/made>

### 3.1 Investigations Work

INVA - Advice and Assistance (not at the police station)

Reported in CWA using the code INVA as actual costs incurred (up to the limit of £314.81 exclusive of VAT).

	London from 03/10/2011	National from 03/10/2011	London from 20/03/2014	National from 20/03/2014	London from 01/07/2015	National from 01/07/2015	London from 01/04/2016	National from 01/04/2016	London from 30/09/2022	National from 30/09/2022
Routine letters written and routine telephone calls per item	£3.85	£3.70	£3.51	£3.38	£3.18	£3.05	£3.51	£3.38	£4.04	£3.89
Preparation hourly rate	£49.70	£46.90	£45.35	£42.80	£41.00	£38.69	£45.35	£42.80	£52.15	£49.22
Travel and waiting hourly rate	£26.30	£26.30	£24.00	£24.00	£21.70	£21.70	£24.00	£24.00	£27.60	£27.60

### *INVB - Telephone advice only*

Reported in CWA by entering the relevant fee in the Profit Costs field. New fees applied from the 30<sup>th</sup> September 2022 as set out below.

Location	Fee from 03/10/2011 (per claim)	Fee from 03/10/2014 (per claim)	Fee from 01/07/2015 (per claim)	Fee from 01/04/2016 (per claim)	Fee from 30/09/2022 (per claim)
London	£31.45	£28.70	£25.95	£28.70	£33.00
National	£30.25	£27.60	£24.96	£27.60	£31.74

**INVC, INVD and INVJ - Attendance**

Reported in CWA by entering the actual profits costs in the Profit Costs field. CWA will automatically price the case depending on the scheme ID reported with the claim. When entering profit costs (which determines if the case is an escape fee case) the rates detailed below should be used for cases with a UFN on or after 30<sup>th</sup> September 2022:

		London 03/10/2011	National 03/10/2011	London 20/03/2014	National 20/03/2014	London 01/07/2015	National 01/07/2015	London 01/04/2016	National 01/04/2016	London 30/09/2022	National 30/09/2022
Police Station Attendance hourly rates	Own or Duty Solicitor	£56.20	£52.00	£51.28	£47.45	£46.37	£42.90	£51.28	£47.45	£58.97	£54.57
	Duty Solicitor (Unsocial Hours)	£69.05	£69.05	£63.01	£63.01	£56.97	£56.97	£63.01	£63.01	£72.46	£72.46
	Duty solicitor – serious offences	£65.00	£60.00	£59.31	£54.75	£53.63	£49.50	£59.31	£54.75	£68.21	£62.96
	Duty Solicitor – serious offences (Unsocial Hours)	£80.00	£80.00	£73.00	£73.00	£66.00	£66.00	£73.00	£73.00	£83.95	£83.95
Travelling and waiting hourly rates	Own Solicitor	£28.80	£28.80	£26.28	£26.28	£23.76	£23.76	£26.28	£26.28	£30.22	£30.22
	Duty Solicitor	£56.20	£52.00	£51.28	£47.45	£46.37	£42.90	£51.28	£47.45	£58.97	£54.57
	Duty Solicitor (Unsocial Hours)	£69.05	£69.05	£63.01	£63.01	£56.97	£56.97	£63.01	£63.01	£72.46	£72.46

For cases with a UFN on or after 6 December 2024, travel to a limited number of specified Police Stations (Destination Police Stations) from Attending Duty Scheme can be claimed for Duty and Own client work. For further information please see Annex A1 of the Guidance on Reporting Crime Lower Work, and The Criminal Legal Aid (Remuneration) Regulations 2013 for a list of applicable schemes.

		National 06/12/2024
Travelling hourly rates	Own Solicitor	£30.22
	Duty Solicitor	£54.57
	Duty Solicitor (Unsocial Hours)	£72.46

#### **CDS Direct Acceptance Fee**

The CDS Direct Fixed Acceptance Fee is £8.40 (from £7.30). This fee is not claimed separately to the police station attendance fee but is included as Profit Costs to determine whether a case breaches the escape fee threshold.

## INVE and INV F - Warrant of Further Detention Work and Armed Forces Custody Hearings

Claimed as actual costs on CWA (up to the limit of £1574.06 exclusive of VAT), for cases started on or after 30<sup>th</sup> September 2022, the fees are as below:

<u>Magistrates' court or judicial authority</u>												
	Work Type	Location	Own Solicitor and Duty Solicitor from 03/10/2011	Duty Solicitor (Unsocial Hours) from 03/10/2011	Own Solicitor and Duty Solicitor from 20/03/2014	Duty Solicitor (Unsocial Hours) from 20/03/2014	Own Solicitor and Duty Solicitor from 01/07/2015	Duty Solicitor (Unsocial Hours) from 01/07/2015	Own Solicitor and Duty Solicitor from 01/04/2016	Duty Solicitor (Unsocial Hours) from 01/04/20	Own Solicitor and Duty Solicitor from 30/09/2022	Duty Solicitor (Unsocial Hours) from 30/09/2022
	Routine letters written and telephone calls (per item)	London	£3.85	£5.10	£3.51	£4.65	£3.18	£4.21	£3.51	£4.65	£4.04	£5.35
		National	£3.70	£4.90	£3.38	£4.47	£3.05	£4.04	£3.38	£4.47	£3.89	£5.14
	Preparation hourly rate	London	£49.70	£66.30	£45.35	£60.50	£41.00	£54.70	£45.35	£60.50	£52.15	£69.58
		National	£46.90	£62.50	£42.80	£57.03	£38.69	£51.56	£42.80	£57.03	£49.22	£65.58
	Advocacy hourly rate	London	£59.00	£78.65	£53.84	£71.77	£48.68	£64.89	£53.84	£71.77	£61.92	£82.54
		National	£59.00	£78.65	£53.84	£71.77	£48.68	£64.89	£53.84	£71.77	£61.92	£82.54
	Travelling and waiting hourly rate	London	£26.30	£35.05	£24.00	£31.98	£21.70	£28.92	£24.00	£31.98	£27.60	£36.78
		National	£26.30	£35.05	£24.00	£31.98	£21.70	£28.92	£24.00	£31.98	£27.60	£36.78

<u>High Court or a senior judge</u>						
Work Type	Location	Rate from 03/10/2011	Rate from 20/03/2014	Rate from 01/07/2015	Rate from 01/04/2016	Rate from 30/09/2022
Routine letter out per item	London	£7.50	£6.84	£6.19	£6.84	£7.87
	National	£7.50	£6.84	£6.19	£6.84	£7.87
Routine telephone calls per item	London	£4.15	£3.79	£3.42	£3.79	£4.36
	National	£4.15	£3.79	£3.42	£3.79	£4.36
All other preparation work, hourly rate	London	£79.50	£72.54	£65.59	£72.54	£83.42
	National	£75.00	£68.44	£61.88	£68.44	£78.71
Attending counsel in conference or at the trial or hearing of any summons or application at court, or other appointment, hourly rate	London	£37.00	£33.76	£30.53	£33.76	£38.82
	National	£37.00	£33.76	£30.53	£33.76	£38.82
Attending without counsel at the trial or hearing of any cause or the hearing of any summons or application at court, or other appointment, hourly rate	London	£75.00	£68.44	£61.88	£68.44	£78.71
	National	£75.00	£68.44	£61.88	£68.44	£78.71
Travelling and waiting hourly rate	London	£33.25	£30.34	£27.43	£30.34	£34.89
	National	£33.25	£30.34	£27.43	£30.34	£34.89



**INVH, INVK, INVL and INVI - Police Station Post Charge Attendance & Bail**

For INVH, INVK) & INVL actual costs should be reported in the Profit Costs field (up to a cost limit of £1574.06 exclusive of VAT). From the 30<sup>th</sup> September 2022 the rates to be used are set out below.

Work Type	Location	Rate from 03/10/2011	Rate from 20/03/2014	Rate from 01/07/2015	Rate from 01/04/2016	Rate from 30/09/2022
Routine letters written and telephone calls per item	London	£4.05	£3.70	£3.34	£3.70	£4.26
	National	£3.90	£3.56	£3.22	£3.56	£4.09
Preparation hourly rate	London	£52.55	£47.95	£43.35	£47.95	£55.14
	National	£49.70	£45.35	£41.00	£45.35	£52.15
Advocacy hourly rate	London	£62.35	£56.89	£51.44	£56.89	£65.42
	National	£62.35	£56.89	£51.44	£56.89	£65.42
Travelling and waiting hourly rate	London	£26.30	£24.00	£21.70	£24.00	£27.60
	National	£26.30	£24.00	£21.70	£24.00	£27.60

For INVI actual costs should be reported in the Profit Costs field. From the 30<sup>th</sup> September 2022 the rates to be used are set out below.

		London 03/10/2011	National 03/10/2011	London 20/03/2014	National 20/03/2014	London 01/07/2015	National 01/07/2015	London 01/04/2016	National 01/04/2016	London 30/09/2022	National 30/09/2022
Police Station Attendance hourly rates	Own or Duty Solicitor	£56.20	£52.00	£51.28	£47.45	£46.37	£42.90	£51.28	£47.45	£58.97	£54.57
	Duty Solicitor (Unsocial Hours)	£69.05	£69.05	£63.01	£63.01	£56.97	£56.97	£63.01	£63.01	£72.46	£72.46
	Duty solicitor – serious offences	£65.00	£60.00	£59.31	£54.75	£53.63	£49.50	£59.31	£54.75	£68.21	£62.96
	Duty Solicitor – serious offences (Unsocial Hours)	£80.00	£80.00	£73.00	£73.00	£66.00	£66.00	£73.00	£73.00	£83.95	£83.95
Travelling and waiting hourly rates	Own Solicitor	£28.80	£28.80	£26.28	£26.28	£23.76	£23.76	£26.28	£26.28	£30.22	£30.22
	Duty Solicitor	£56.20	£52.00	£51.28	£47.45	£46.37	£42.90	£51.28	£47.45	£58.97	£54.57
	Duty Solicitor (Unsocial Hours)	£69.05	£69.05	£63.01	£63.01	£56.97	£56.97	£63.01	£63.01	£72.46	£72.46

## INVM - Pre-Charge Engagement Advice and Assistance

Reported in CWA using the code INVM as actual costs incurred (up to an upper limit of £314.81 exclusive of VAT). Please note that travel and waiting time are excluded. From the 30<sup>th</sup> September 2022 the rates to be used are set out below.

	London from 07/06/21	National from 07/06/21	London from 30/09/22	National from 30/09/22
Hourly rates	£51.28	£47.45	£58.97	£54.57

## 3.2 Proceedings Work

### *PROD - Advice and Assistance and Advocacy Assistance by a court Duty Solicitor*

Claim as actual costs on CWA, for cases started on or after the 30<sup>th</sup> September 2022 the fees are as below.

Work Type	London from 03/10/2011	National from 03/10/2011	London from 20/03/2014	National from 20/03/2014	London from 01/07/2015	National from 01/07/2015	London from 01/04/2016	National from 01/04/2016	London from 30/09/2022	National from 30/09/2022
Standard hourly rate (attendance and waiting at a magistrates' court)	£55.15	£53.85	£50.32	£49.14	£45.50	£44.43	£50.32	£49.14	£57.87	£56.51
Enhanced hourly rate (only payable in respect of work done on a day which is not a Business Day)	£68.90	£67.30	£62.87	£61.41	£56.84	£55.52	£62.87	£61.41	£72.30	£70.62
Travelling hourly rate (only payable where the Duty Solicitor is called out (including being called to return) to the court from the Office or attends on a day that is not a Business Day. Reasonable travel expenses may also be claimed (where relevant)).	£26.30	£26.30	£24.00	£24.00	£21.70	£21.70	£24.00	£24.00	£27.60	£27.60

**PROE, PROF, PROJ, PROK and PROL - Representation in the Magistrates Court**

The relevant fixed fee should be reported in the profit costs field. To calculate the fixed fee the hourly rates set out below should be used to calculate the value of the case. Once this has been calculated the second table should be used in conjunction with the fee category to determine the relevant limit and fee.

Work Type	Fee for All Areas From 03/10/2011	Fee for All Areas From 20/03/2014	Fee for All Areas From 01/07/2015	Fee for All Areas From 01/04/2016	Fee for All Areas From 30/09/2022
Routine letters written and telephone calls per item	£3.90	£3.56	£3.22	£3.56	£4.09
Preparation hourly rate	£49.70	£45.35	£41.00	£45.35	£52.15
Advocacy hourly rate (including applications for bail and other applications to the court)	£62.35	£56.89	£51.44	£56.89	£65.42
Attendance at court where Counsel is assigned (including conferences with counsel at court) hourly rate	£34.00	£31.03	£28.05	£31.03	£35.68
Travelling and waiting hourly rate (Only claimable where the Undesignated Area fees apply)	£26.30	£24.00	£21.70	£24.00	£27.60

Higher and Lower Standard Fees Table for cases that have a representation order that is on/after 30/09/2022				
	Lower Standard Fee (£)	Lower Standard Fee Limit (£)	Higher Standard Fee (£)	Higher Standard Fee Limit (£)
<b>Designated Area Standard Fees</b>				
Category 1A	£286.02	£313.19	£542.58	£542.63
Category 1B	£232.53	£313.19	£500.99	£542.63
Category 2	£397.14	£538.02	£831.85	£896.59
<b>Undesignated Area Standard Fees</b>				
Category 1A	£223.88	£313.19	£474.15	£542.63
Category 1B	£182.01	£313.19	£437.81	£542.63
Category 2	£321.37	£538.02	£737.08	£896.59

See below valid fees for cases with representation order that starts on or after the 30<sup>th</sup> September 2022

Code	Standard Fee Category	Designated/Non-Designated Area Standard Fees	Value (Rounded)
PROE	CAT 1 Summary Only	Non-Designated	£182.01
PROE	CAT 1 Either Way	Non-Designated	£223.88
PROE	CAT 2	Non-Designated	£321.37
PROF	CAT 1 Summary Only	Non-Designated	£437.81
PROF	CAT 1 Either Way	Non-Designated	£474.15
PROF	CAT 2	Non-Designated	£737.08
PROJ	CAT 1 Summary Only	Non-Designated	£182.01
PROJ	CAT 1 Either Way	Non-Designated	£223.88
PROJ	CAT 1 Summary Only	Non-Designated	£437.81
PROJ	CAT 1 Either Way	Non-Designated	£474.15
PROJ	CAT 1 Summary Only	Designated	£232.53
PROJ	CAT 1 Either Way	Designated	£286.02
PROJ	CAT 1 Summary Only	Designated	£500.99
PROJ	CAT 1 Either Way	Designated	£542.58
PROK	CAT 1 Summary Only	Designated	£232.53
PROK	CAT 1 Either Way	Designated	£286.02
PROK	CAT 2	Designated	£397.14
PROL	CAT 1 Summary Only	Designated	£500.99
PROL	CAT 1 Either Way	Designated	£542.58
PROL	CAT 2	Designated	£831.85
PROV	Uncontested Lower Standard Fee	N/A	£182.01
PROV	Uncontested Higher Standard Fee	N/A	£437.81
PROV	Contested Lower Standard Fee	N/A	£321.37
PROV	Contested Higher Standard Fee	N/A	£737.08

**YOUE, YOUF, YOUK, YOUL, YOUX, YOUY - Representation in the Youth Court**

The relevant fixed fee should be reported in the profit costs field. To calculate the fixed fee the hourly rates set out below should be used to calculate the value of the case. Once this has been calculated the second table should be used in conjunction with the fee category to determine the relevant limit and fee. Please note that any Representation in the Youth Court on a representation order granted before 6 December 2024 must be claimed through PROE, PROF, PROJ, PROK & PROL as appropriate.

Work Type	Fee for All Areas From 06/12/2024
Routine letters written and telephone calls per item	£4.09
Preparation hourly rate	£52.15
Advocacy hourly rate (including applications for bail and other applications to the court)	£65.42
Attendance at court where Counsel is assigned (including conferences with counsel at court) hourly rate	£35.68
Travelling and waiting hourly rate (Only claimable where the Undesignated Area fees apply)	£27.60
Additional fee for cases which fall outside the Standard Fee payment schemes (only claimable in cases falling under Category 1A or 2A)	£598.59

Higher and Lower Standard Fees Table for cases that have a representation order that is on/after 06/12/2024				
	Lower Standard Fee (£)	Lower Standard Fee Limit (£)	Higher Standard Fee (£)	Higher Standard Fee Limit (£)

Designated Area Standard Fees				
Category 1A	£884.61	£313.19	£1141.17	£542.63
Category 1B	£232.53	£313.19	£500.99	£542.63
Category 2A	£995.73	£538.02	£1430.44	£896.59
Category 2B	£397.14	£538.02	£831.85	£896.59
Undesignated Area Standard Fees				
Category 1A	£822.47	£313.19	£1072.74	£542.63
Category 1B	£182.01	£313.19	£437.81	£542.63
Category 2A	£919.96	£538.02	£1335.67	£896.59
Category 2B	£321.37	£538.02	£737.08	£896.59

*See below valid fees for cases with representation order that starts on or after the 6 December 2024*

New Claim Code	Standard Fee Category	Description	Designated/Non-Designated Area Standard Fees	New Youth Court Standard Fee
YOUE	CAT 1B	Youth Representation Order (Undesignated Area) – Lower Standard Fee	Undesignated	£182.01
YOUE	CAT 1A	Youth Representation Order (Undesignated Area) – Lower Standard Fee	Undesignated	£822.47
YOUE	CAT 2B	Youth Representation Order (Undesignated Area) – Lower Standard Fee	Undesignated	£321.37
YOUE	CAT 2A	Youth Representation Order (Undesignated Area) – Lower Standard Fee	Undesignated	£919.96
YOUF	CAT 1B	Youth Representation Order (Undesignated Area) – Higher Standard Fee	Undesignated	£437.81
YOUF	CAT 1A	Youth Representation Order (Undesignated Area) – Higher Standard Fee	Undesignated	£1,072.74
YOUF	CAT 2B	Youth Representation Order (Undesignated Area) – Higher Standard Fee	Undesignated	£737.08
YOUF	CAT 2A	Youth Representation Order (Undesignated Area) – Higher Standard Fee	Undesignated	£1,335.67

YOUK	CAT 1B	Youth Representation Order (Designated Area) – Lower Standard Fee	Designated	£232.53
YOUK	CAT 1A	Youth Representation Order (Designated Area) – Lower Standard Fee	Designated	£884.61
YOUK	CAT 2B	Youth Representation Order (Designated Area) – Lower Standard Fee	Designated	£397.14
YOUK	CAT 2A	Youth Representation Order (Designated Area) – Lower Standard Fee	Designated	£995.73
YOUL	CAT 1B	Youth Representation Order (Designated Area) – Higher Standard Fee	Designated	£500.99
YOUL	CAT 1A	Youth Representation Order (Designated Area) – Higher Standard Fee	Designated	£1,141.17
YOUL	CAT 2B	Youth Representation Order (Designated Area) – Higher Standard Fee	Designated	£831.85
YOUL	CAT 2A	Youth Representation Order (Designated Area) – Higher Standard Fee	Designated	£1,430.44
YOUX	CAT 1B	Youth Representation Order (Undesignated Area) – Second claim for deferred sentence - Lower Standard Fee	Undesignated	£182.01
YOUX	CAT 1A	Youth Representation Order (Undesignated Area) – Second claim for deferred sentence – Higher Standard Fee	Undesignated	£822.47
YOUX	CAT 1B	Youth Representation Order (Undesignated Area) – Second claim for deferred sentence – Higher Standard Fee	Undesignated	£437.81
YOUX	CAT 1A	Youth Representation Order (Undesignated Area) - Second claim for deferred sentence – Higher Standard Fee	Undesignated	£1,072.74
YOUY	CAT 1B	Youth Representation Order (Designated Area) – Second claim for deferred sentence – Lower Standard Fee	Designated	£232.53
YOUY	CAT 1A	Youth Representation Order (Designated Area) – Second claim for deferred sentence - Higher Standard Fee	Designated	£884.61

YOUY	CAT 1B	Youth Representation Order (Designated Area) – Second claim for deferred sentence – Higher Standard Fee	Designated	£500.99
YOUY	CAT 1A	Youth Representation Order (Designated Area) – Second claim for deferred sentence – Higher Standard Fee	Designated	£1,141.17

***PROW – Sending Hearing Fixed Fee***

The Fixed Fee below may be claimed for preparation and attendance in relation to proceedings that are committed to or sent to the Crown Court for trial under section 51 of the Crime and Disorder Act 1998.

This is a Fixed Fee, and there is no escape mechanism. The fee below should be reported in the Fixed Fee field of CWA.



	Fee active from 19/10/2020	Fee from 30/09/2022
Fixed fee	£181.40	£208.61

### ***PROP - Pre Order Cover***

This work is claimed using the 'PROP' code in CWA and is paid using the claimed costs. These cases cannot become escape fee cases. The costs are capped as below (VAT is not included in cap).

	London from 03/10/2011	National from 03/10/2011	London from 20/03/2014	National from 20/03/2014	London from 01/07/2015	National from 01/07/2015	London from 01/04/2016	National from 01/04/2016	London from 30/09/2022	National from 30/09/2022
Cap	£52.55	£49.70	£47.95	£45.35	£43.35	£41.00	£47.95	£45.35	£55.14	£52.15

### ***PROT and PROU - Early Cover and Form Completion***

Reported using actual costs these claims attract a fixed fee and cannot become escape fee cases. New fixed fees and rates are shown below.

	Fee from 03/10/2011	Fee from 20/03/2014	Fee from 01/07/2015	Fee from 01/04/2016	Fees from 30/09/2022
The Early Cover fixed fee	£75.00	£68.44	£61.88	£68.44	£78.71
The refused means test form completion fee	£25.00	£22.81	£20.63	£22.81	£26.23

### ***PROH – Advocacy Assistance in the Crown Court***

Claimed as actual costs on CWA (up to the limit of £1574.06 exclusive of VAT), for cases started on or after 30<sup>th</sup> September 2022, the fees are as below:

Reported using actual costs and new rates found below.

	London from 03/10/2011	National from 03/10/2011	London from 20/03/2014	National from 20/03/2014	London from 01/07/2015	National from 01/07/2015	London from 01/04/2016	National from 01/04/2016	London from 30/09/2022	National from 30/09/2022
Routine letters written and telephone calls per item	£4.05	£3.90	£3.70	£3.56	£3.34	£3.22	£3.70	£3.56	£4.26	£4.09
Preparation hourly rate	£52.55	£49.70	£47.95	£45.35	£43.35	£41.00	£47.95	£45.35	£55.14	£52.15
Advocacy (including applications for bail and other applications to the court) hourly rate	£62.35	£62.35	£56.89	£56.89	£51.44	£51.44	£56.89	£56.89	£65.42	£65.42
Travelling and waiting hourly rate (Only applicable where the Undesignated Area fees apply)	N/A	£26.30	N/A	£24.00	N/A	£21.70	N/A	£24.00	N/A	£27.60

**PROI - Representation in the County Court or High Court**

Claimed as actual costs on CWA (up to the limit of £1574.06 exclusive of VAT), for cases started on or after 30<sup>th</sup> September 2022, the fees are as below:

Reported using actual costs and new rates found below:

	London from 03/10/2011	National from 03/10/2011	London from 20/03/2014	National from 20/03/2014	London from 01/07/2015	National from 01/07/2015	London from 01/04/2016	National from 01/04/2016	London from 30/09/2022	National from 30/09/2022
Routine letters out per item	£7.50	£6.60	£6.84	£6.02	£6.19	£5.45	£6.84	£6.02	£7.87	£6.92
Routine telephone calls per item	£4.15	£3.65	£3.79	£3.33	£3.42	£3.01	£3.79	£3.33	£4.36	£3.83
All other preparation work hourly rate	£75.00	£66.00	£68.44	£60.23	£61.88	£54.45	£68.44	£60.23	£78.71	£69.26
All other preparation work hourly rate (Where Provider's Office is in London)	£79.50	£70.00	£72.54	£63.88	£65.59	£57.75	£72.54	£63.88	£83.42	£73.46
Attending counsel in conference or at the trial or hearing of any summons or application at court, or other appointment. Hourly rate.	£37.00	£32.50	£33.76	£29.66	£30.53	£26.81	£33.76	£29.66	£38.82	£34.11
Attending without counsel at the trial or hearing of any cause or the hearing of any summons or other application at court, or other appointment. Hourly rate.	£75.00	£66.00	£68.44	£60.23	£61.88	£54.45	£68.44	£60.23	£78.71	£69.26

<b>Travelling and waiting hourly rate.</b>	<b>£33.25</b>	<b>£29.20</b>	<b>£30.34</b>	<b>£26.65</b>	<b>£27.43</b>	<b>£24.09</b>	<b>£30.34</b>	<b>£26.65</b>	<b>£34.89</b>	<b>£30.65</b>
--	---------------	---------------	---------------	---------------	---------------	---------------	---------------	---------------	---------------	---------------

Payment for Assigned Counsel (Representation in the County Court or High Court).

	Junior Counsel (maximum amount) 03/10/2011	Queen's Counsel (maximum amount) 03/10/2011	Junior Counsel (maximum amount) 20/03/2014	Queen's Counsel (maximum amount) 20/03/2014	Junior Counsel (maximum amount) 01/07/2015	Queen's Counsel (maximum amount) 01/07/2015	Junior Counsel (maximum amount) 01/04/2016	Queen's Counsel (maximum amount) 01/04/2016	Junior Counsel (maximum amount) 30/09/2022	King's Counsel (maximum amount) 30/09/2022
Basic fee (for preparation including preparation for a pre-trial review and, where appropriate, the first day's hearing including, where they took place on that day, short conferences, consultations, applications and appearances (including bail applications, views and any other preparation))	£468.00	£4,446.00	£427.05	£4,056.98	£386.10	£3667.95	£427.00	£4,056.00	£491.05	£4664.40
Refresher daily fee (for any day or part of a day during which a hearing continued, including, where they took place on that day, short conferences, consultations, applications and appearances (including bail applications), views and any other preparation))	£162.00	£297.00	£147.83	£271.01	£133.65	£245.03	£147.00	£271.01	£169.05	£311.66

Payment for Assigned Counsel continued - subsidiary Fees

	Junior Counsel Rate/Fee 01/07/2015	Notes	Queen's Counsel Rate/Fee 01/07/2015	Notes	Junior Counsel Rate/Fee 01/04/2016	Notes	Queen's Counsel Rate/Fee 01/04/2016	Notes	Junior Counsel Rate/Fee 30/09/2022	Notes	King's Counsel Rate/Fee 30/09/2022	Notes
Attendance at consultations, conferences and views not covered by the basic fee or the refresher fee (per hour)	£24.13	per/hour Minimum £11.96	£44.96	per/hour Minimum £23.10	£26.69	per/hour Minimum £13.25	£49.73	per/hour Minimum £25.55	£30.69	per/hour Minimum £15.24	£57.19	per/hour Minimum £29.38
Written work (on evidence, plea, appeal, case stated or other written work)	£42.28	Maximum amount	£86.63	Maximum amount	£46.77	Maximum amount	£95.81	Maximum amount	£53.79	Maximum amount	£110.18	Maximum amount
Attendance at pre-trial reviews, applications and other appearances (including bail applications and adjournments for sentence) not covered by the basic fee or the refresher fee	£77.55	Maximum amount	£169.13	Maximum amount	£85.78	Maximum amount	£187.06	Maximum amount	£98.65	Maximum amount	£215.12	Maximum Amount

**Representation in the High Court, County Court or Crown Court for Proceedings Relating to Breaches of Part 1 Injunctions under the Anti-Social Behaviour, Crime & Policing Bill 2014**

*PROV – cases which cover breaches of Part 1 Injunctions under the ASBCP Act 2014 are funded as criminal matters and reported under PROV code in CWA.*

Reported in the Profit cost field using the fixed fee. The new rates and limits can be found below.

Work Type	Fee for All Areas From 20/03/2014	Fee for All Areas From 01/07/2015	Fee for All Areas From 01/04/2016	Fee for All Areas From 30/09/2022
Routine letters written and telephone calls per item	£3.56	£3.22	£3.56	£4.09
Preparation hourly rate	£45.35	£41.00	£45.35	£52.15
Advocacy hourly rate (including applications for bail and other applications to the court)	£56.89	£51.44	£56.89	£65.42
Attendance at court where Counsel is assigned (including conferences with counsel at court) hourly rate	£31.03	£28.05	£31.03	£35.68
Travelling and waiting hourly rate	£24.00	£21.70	£24.00	£27.60

Once the value of the case has been calculated the table below should be used to determine which cost limit the case breaches or falls between, and in turn which fee applies to the case.

Higher and Lower Standard Fees Table for cases that have a representation order that is on/after 30/09/2022				
	Lower Standard Fee (£)	Lower Standard Fee Limit (£)	Higher Standard Fee (£)	Higher Standard Fee Limit (£)
Uncontested	£182.01	£313.19	£437.81	£542.63
Contested	£321.37	£538.02	£737.08	£896.59

### 3.3 Appeals and Reviews

APPA - actual costs incurred should be recorded with the claim up to a limit of £314.81.

APPB - actual costs incurred should be recorded with the claim up to a limit of £524.69.

New rates for APPA and APPB are shown below.

	London from 03/10/2011	National from 03/10/2011	London from 20/03/2014	National from 20/03/2014	London from 01/07/2015	National from 01/07/2015	London from 01/04/2016	National from 01/04/2016	London from 30/09/2022	National from 30/09/2022
Routine letters written and routine telephone calls per item	£3.85	£3.70	£3.51	£3.38	£3.18	£3.05	£3.51	£3.38	£4.04	£3.89
Preparation hourly rate	£49.70	£46.90	£45.35	£42.80	£41.00	£38.69	£45.35	£42.80	£52.15	£49.22
Travel and waiting hourly rate	£26.30	£26.30	£24.00	£24.00	£21.70	£21.70	£24.00	£24.00	£27.60	£27.60

APPC - This work is subject to the fees and limits set out in the tables below.

	High Court from 03/10/2011	High Court from 20/03/2014	High Court from 01/07/2015	High Court from 01/04/2016	High Court from 30/09/2022
Routine letters out per item	£7.50	£6.84	£6.19	£6.84	£7.87
Routine telephone calls per item	£4.15	£3.79	£3.42	£3.79	£4.36
All other preparation work hourly rate	£75.00	£68.44	£61.88	£68.44	£78.71
All other preparation work hourly rate (Where Provider's Office is in London)	£79.50	£72.54	£65.59	£72.54	£83.42
Attending counsel in conference or at the trial or hearing of any summons or application at court, or other appointment. Hourly rate.	£37.00	£33.76	£30.53	£33.76	£38.82
Attending without counsel at the trial or hearing of any cause or the hearing of any summons or other application at court, or other appointment. Hourly rate.	£75.00	£68.44	£61.88	£68.44	£78.71



Travelling and waiting hourly rate.	£33.25	£30.34	£27.43	£30.34	£34.89
-------------------------------------	--------	--------	--------	--------	--------

Payment for Assigned Counsel (Representation on an appeal by way of case stated)

	Junior Counsel (maximum amount) 03/10/2011	Queen's Counsel (maximum amount) 03/10/2011	Junior Counsel (maximum amount) 20/03/2014	Queen's Counsel (maximum amount) 20/03/2014	Junior Counsel (maximum amount) 01/07/2015	Queen's Counsel (maximum amount) 01/07/2015	Junior Counsel (maximum amount) 01/04/2016	Queen's Counsel (maximum amount) 01/04/2016	Junior Counsel (maximum amount) 30/09/2022	King's Counsel (maximum amount) 30/09/2022
Basic fee (for preparation including preparation for a pre-trial review and, where appropriate, the first day's hearing including, where they took place on that day, short conferences, consultations, applications and appearances (including bail applications, views and any other preparation))	£468.00	£4,446.00	£427.05	£4,056.98	£386.10	£3667.95	£427.00	£4,056.00	£491.05	£4664.40
Refresher daily fee (for any day or part of a day during which a hearing continued, including, where they took place on that day, short conferences, consultations, applications and appearances (including bail applications), views and any other preparation))	£162.00	£297.00	£147.83	£271.01	£133.65	£245.03	£147.00	£271.01	£169.05	£311.66



Payment for Assigned Counsel continued – subsidiary Fees (Representation on an appeal by way of case stated)

	Junior Counsel Rate/Fee 01/07/2015	Notes	Queen's Counsel Rate/Fee 01/07/2015	Notes	Junior Counsel Rate/Fee 01/04/2016	Notes	Queen's Counsel Rate/Fee 01/04/2016	Notes	Junior Counsel Rate/Fee 30/09/2022	Notes	King's Counsel Rate/Fee 30/09/2022	Notes
Attendance at consultations, conferences and views not covered by the basic fee or the refresher fee (per hour)	£24.13	per/hour Min £11.96	£44.96	per/hour Min £23.10	£26.69	per/hour Minimum £13.25	£49.73	per/hour Minimum £25.55	£30.69	per/hour Minimum £15.24	£57.19	per/hour Minimum £29.38
Written work (on evidence, plea, appeal, case stated or other written work)	£42.28	Max amount	£86.63	Max amount	£46.77	Maximum amount	£95.81	Maximum amount	£53.79	Maximum amount	£110.18	Maximum amount
Attendance at pre-trial reviews, applications and other appearances (including bail applications and adjournments for sentence) not covered by the basic fee or the refresher fee	£77.55	Max amount	£169.13	Max amount	£85.78	Maximum amount	£187.06	Maximum amount	£98.65	Maximum amount	£215.12	Maximum amount

### 3.4 Prison Law Work

Please note that Prison Law fees are not affected by the Criminal Legal Aid Independent Review regulatory changes and the fees introduced 1<sup>st</sup> April 2016 are the current rates.

#### *PRIA - Free Standing Advice and Assistance*

Reported on CWA using actual costs, , fixed fees and escape fee thresholds are shown below.

	Fee active from 03/10/2011	Fee active from 20/03/2014	Fee active from 01/07/2015	Fee active from 01/04/2016
<b>Fixed fee</b>	£220.00	£200.75	£181.50	£200.75
<b>Escape Fee Threshold</b>	£660.00	£602.25	£544.50	£602.25

Please note for cases started on or after 1<sup>st</sup> April 2016 if the profit costs excluding VAT are less than £34.24 (48 min work) then the outcome will have a value of zero.

		Fee active from 03/10/2011	Fee active from 20/03/2014	Fee active from 01/07/2015	Fee active from 01/04/2016
The hourly rates for recording time and to determine whether the Escape Fee Threshold has been reached are as follows (National and London):	Routine letters written and routine telephone calls per item	£3.70	£3.38	£3.05	£3.38
	Preparation hourly rate	£46.90	£42.80	£38.69	£42.80
	Travel and waiting hourly rate	£26.30	£24.00	£21.70	£24.00

#### *PRIB - Disciplinary Cases – Advocacy Assistance Standard Fees*

Actual costs are reported and the fee received depends on the costs limits the case falls between or breaches. Fees and rates are shown below.

	From 03/10/2011	From 20/03/2014	From 01/07/2015	From 01/04/2016
<b>Lower Standard Fee</b>	£223.48	£203.93	£184.37	£203.93
<b>Lower Standard Fee Limit</b>	£391.30	£357.06	£322.82	£357.06
<b>Higher Standard Fee</b>	£618.26	£564.16	£510.06	£564.16
<b>Higher Standard Fee Limit</b>	£1,853.91	£1,691.69	£1529.48	£1,691.69

Please note for cases started on or after 1<sup>st</sup> April 2016 if the profit costs excluding VAT are less than £49.82 (48 mins of advocacy) then the outcome will have a value of zero.

Hourly Rates National and London	From 03/10/2011	From 20/03/2014	From 01/07/2015	From 01/04/2016
<b>Routine letters written and routine telephone calls per item</b>	£4.05	£3.70	£3.34	£3.70
<b>Preparation hourly rate</b>	£56.15	£51.24	£46.32	£51.24
<b>Advocacy hourly rate</b>	£68.25	£62.28	£56.31	£62.28
<b>Travel and waiting hourly rate</b>	£26.30	£24.00	£21.70	£24.00

### ***PRIC - Parole Board Cases – Advocacy Assistance Standard Fees***

Actual costs are reported and the fee received depends on the costs limits the case falls between or breaches. Fees and rates from 1<sup>st</sup> April 2016 are shown below.

	From 03/10/2011	From 20/03/2014	From 01/07/201	From 01/04/2016
<b>Lower Standard Fee</b>	£479.13	£437.21	£395.28	£437.21
<b>Lower Standard Fee Limit</b>	£1,023.48	£933.93	£844.37	£933.93
<b>Higher Standard Fee</b>	£1,593.91	£1,454.44	£1,314.98	£1,454.44
<b>Higher Standard Fee Limit</b>	£4,780.87	£4,362.54	£3,944.22	£4,362.54

Please note for cases started on or after 1<sup>st</sup> April 2016 if the profit costs excluding VAT are less than £49.82 (48 mins of advocacy) then the outcome will have a value of zero.

Hourly Rates National and London	From 03/10/2011	From 20/03/2014	From 01/07/2015	From 01/04/2016
<b>Routine letters written and routine telephone calls per item</b>	£4.05	£3.70	£3.34	£3.70
<b>Preparation hourly rate</b>	£56.15	£51.24	£46.32	£51.24
<b>Advocacy hourly rate</b>	£68.25	£62.28	£56.31	£62.28
<b>Travel and waiting hourly rate</b>	£26.30	£24.00	£21.70	£24.00

### ***PRIE - Parole Board Cases – Parole Board Reconsideration Hearing Advocacy Assistance Standard Fees***

The PRIE code will apply to all Parole Board Reconsideration Hearings directed on/after 22<sup>nd</sup> July 2019.

Any application to the Parole Board for a Parole Board Reconsideration Hearing will form part of the same case as the substantive Parole Board Case. A PRIE Claim for Advocacy Assistance may be made if the Parole Board determines that a Parole Board Reconsideration Hearing shall be listed or directed (whether orally or on the papers). The claim will be in addition to any Claim for Advocacy Assistance in the substantive Parole Board Case.

The applicable fees for this subsequent claim will be the same as those set out for PRIC, above.

Parole Board Reconsideration Hearing core costs (PRIE) should be recorded separately from those of the substantive Parole Board case. PRIE core costs should be recorded from the date the Parole Board directs that a Parole Board Reconsideration Hearing will take place. Providers must not combine core costs from before and after the Parole Board's direction that the Parole Board Reconsideration Hearing will take place.

Please note that if the profit costs excluding VAT are less than £49.82 (48 mins of advocacy) then the outcome will have a value of zero.

## 4 - FURTHER INFORMATION

If you would like more information on reporting requirements please see the most up to date [Crime Codes Guidance](#). The following support is also available:

**Contract Manager** – For all contractual queries including:

- Code & Fee scheme queries
- I have made multiple errors in my submission and I need it corrected post submission

**Claim Amendments Team** – [pa-claimamend@justice.gov.uk](mailto:pa-claimamend@justice.gov.uk)

- I have made an error in my submission and I need it corrected post submission

<https://www.gov.uk/guidance/submit-a-contracted-work-and-administration-cwa-claim-online>

**Reconciliation Team** – [reconciliation@justice.gov.uk](mailto:reconciliation@justice.gov.uk)

- When will I be paid and how much?

**Online Support Team** – [online-support@justice.gov.uk](mailto:online-support@justice.gov.uk)

- Technical support on making your submission to CWA
- Help on using the Bulkload Spreadsheet