



Legal Aid
Agency

Guidance for Reporting Crime Lower Work

Version	Issue date	Last review date	Owned by
21	April 2013	January 2026	Legal Aid Agency – Service Development

Version History

Version	Date	Reason
1	1 st April 2013	First Version
2	11 th November	Revised due to 2 nd December 2013 Prison Law amendments
3	March 2014	Revised due to 20 th March fee cuts
4	March 2015	Revised due to introduction of part 1 Anti-Social Behaviour Crime and Policing Act 2014
5	April 2017	2017 Standard Crime Contract version
6	Feb 2018	Revised due to 21 st February 2018 Prison Law amendments
7	June 2018	Revised due to June 2018 Prison Law amendments
8	July 2019	Revised due to July 2019 Prison Law amendments
9	June 2020	Revised due to June 2020 Prison Law amendments
10	October 2020	Revised due to the introduction of the Sending Hearing Fixed Fee
11	June 2021	Revised due to the introduction of the Pre-Charge Engagement Fee
12	March 2022	Minor updates
13	October 2022	Revised due to 2022 Standard Crime Contract Changes to Pre-Charge Engagement
14	May 2023	Revised for consistency with the civil guidance for reporting controlled work in respect of the equal opportunities monitoring codes at section 8
15	July 2023	Revised due to 2022 Standard Crime Contract changes on Claiming Police Station Advice and Assistance in pre-charge bail cases
16	December 2023	Revised for the increased Fixed Fee (and Escape Fee Threshold) payable for Matters starting on or after 16/11/2023 in the Llanelli Police Station Scheme (4003).
17	December 2024	Revised for new Youth Court Standard Fees, travel time costs for specified Police Station Schemes and changes to LAA Application systems
18	February 2025	Revised to confirm the fee in a Sending Hearing Fixed Fee claim should be entered on PROW claims.
19	October 2025	Revised for the new Submit a Bulk Claim (SaBC) service and the new Fee Codes under which a crime lower claim must be submitted.
20	December 2025	Revised for new PROH1 and PROH2 Fee Codes for Crown Court Prescribed Proceedings representation orders dated on or after 22 December 2025.
21	January 2026	Launch of the Submit a Bulk Claim (SaBC) service. Version 21 has no changes from version 20 but has additional explanatory content on the Standard Fee Category field in section 4.

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1. Introduction

- 1.1 You must report crime lower work electronically through Submit a Bulk Claim (SaBC). This guidance sets out the reporting fields to be used.
- 1.2 SaBC replaces CWA. It uses the same reporting fields as CWA plus one additional reporting field – the Fee Code.

[Fee Code](#)

- 1.3 The Fee Code is the reporting field in SaBC that will determine the Fee payable, and every crime lower Fee has its own Fee Code.
- 1.4 This is a change from CWA where the Stage Reached (Claim) Code determined the Fee payable and where different Fees could be claimed under a Stage Reached (Claim) Code.
- 1.5 This change is most prominent with Standard Fee claims (magistrates' court, Youth Court and Prison Law). For example, the Stage Reached (Claim) Code PROE in CWA was used to make a claim for either an undesignated area lower standard category 1A, category 1B or category 2 Standard Fee. In SaBC, you must use separate Fee Codes for each of these Standard Fees:
 - PROE1 - undesignated area lower standard category 1A Standard Fee
 - PROE2 – undesignated area lower standard category 1B Standard Fee
 - PROE3 – undesignated area lower standard category 2 Standard Fee
- 1.6 You will still need to report a Stage Reached (Claim) Code. As above, the Fee Code you enter will determine the Fee payable. The Stage Reached (Claim) Code you enter will set out the reporting fields to be completed for the Fee Code you have entered.
- 1.7 The Fee Codes are listed in section 2 of this guidance, and against each Fee Code is the Stage Reached (Claim) Code that you must use for that claim. 6.2 to 6.4 of this guidance also provides further information on Fee Codes, and Lower and Higher Standard Fees.
- 1.8 There is one exception to every crime lower Fee having its own Fee Code in SaBC - Police Station Attendance Fixed Fee claims made through Fee Code INVC. As with CWA, the INVC Fee Code will pay the Police Station Scheme Fixed Fee for the Police Station you attended (Police Station ID).

[Other Changes from CWA](#)

- 1.9 Claims with a UFN before 1 April 2016, or where a representation order has been issued, a representation order before 1 April 2016, cannot be submitted through SaBC. This guidance will be updated in due course as to the position relating to any such outstanding claims.
- 1.10 Actual profit costs should be entered into the profits cost field rather than the value of the Standard Fee in magistrates' court/Youth Court Standard Fee claims (where you are not in a position to enter the actual profit costs into SaBC, the value of the Standard Fee may be entered instead).
- 1.11 A small number of Stage Reached (Claim) Codes on CWA have been retired and do not have corresponding Fee Codes on SaBC. These Stage Reached (Claim) Codes are listed

in the bulk upload spreadsheet but should not be used. You should instead use the relevant Fee Code listed in Annex E of this guidance, and their Stage Reached (Claim) Codes listed in section 2 of this guidance.

Other Guidance

- 1.12 This guidance should be read in conjunction with the Guide to the Changes in Reporting Crime Lower Work, which sets out the Fees, Hourly Rates and Limits/Thresholds for each crime lower Fee Code under SaBC.
- 1.13 The Guide to the Changes in Reporting Crime Lower Work, and other guidance on submitting claims on SaBC, is available at [Submit a Bulk Claim \(SaBC\) - GOV.UK](#).

2. Fee Codes

- 2.1 This section of the guidance sets out the Fee Codes to be used in claiming crime lower work under SaBC.
- 2.2 The Fee Code is the reporting field in SaBC that determines the Fee payable. Every crime lower Fee has its own Fee Code (except Police Station Attendance claims submitted under Fee Code INVC where SaBC will pay the Police Station Scheme Fixed Fee for the Police Station ID you attended, in the same way as CWA did). See 1.3 to 1.8 of this guidance for further information.
- 2.3 It is therefore important to ensure that you type the correct Fee Code into the bulk upload spreadsheet (or the Case Management system you use in place of bulk upload spreadsheet); otherwise, you may be paid the incorrect Fee or the claim may be rejected.
- 2.4 Against each Fee Code is their Stage Reached (Claim) Code which must be entered to bring up the reporting fields to be completed for the Fee Code you have entered.
- 2.5 The Fee Codes are set out in tables below under the following headings:
 - [Criminal Investigation Fee Codes](#)
 - [Magistrates' Court Undesignated Area Standard Fee Codes](#)
 - [Magistrates' Court Designated Area Standard Fee Codes](#)
 - [Youth Court Undesignated Area Standard Fee Codes](#)
 - [Youth Court Designated Area Standard Fee Codes](#)
 - [All other Criminal Proceedings Fee Codes](#)
 - [Appeals and Review Fee Codes](#)
 - [Prison Law Fee Codes](#)
 - [Associated Civil Work Fee Codes](#)

[Criminal Investigations Fee Codes](#)

Fee Code	Stage Reached Code	Description
INVA	INVA	Advice and Assistance (not at the police station)
INVB1	INVB	Police station: telephone advice only (London)
INVB2	INVB	Police station: telephone advice only (Outside of London)
INVC	INVC	Police station: attendance
INVE	INVE	Warrant of further detention (including armed forces custody hearings)
INVH	INVH	Police Station: Post-charge attendance

INVK	INVK	Advocacy Assistance in the magistrates' court on applications to extend Pre-Charge Bail
INVL	INVL	Advocacy Assistance in the magistrates' court on application to vary Pre-Charge Bail conditions
INVM	INVM	Pre-Charge Engagement Advice and Assistance

Magistrates' Court Undesignated Area Standard Fee Codes

Fee Code	Stage Reached Code	Description
PROE1	PROE	Category 1A - lower standard fee - undesignated area
PROE2	PROE	Category 1B - lower standard fee - undesignated area
PROE3	PROE	Category 2 - lower standard fee - undesignated area
PROF1	PROF	Category 1A - higher standard fee - undesignated area
PROF2	PROF	Category 1B - higher standard fee - undesignated area
PROF3	PROF	Category 2 - higher standard fee - undesignated area
PROJ1	PROJ	Second claim for deferred sentence - category 1A - lower standard fee - undesignated area
PROJ2	PROJ	Second claim for deferred sentence - category 1B - lower standard fee - undesignated area
PROJ3	PROJ	Second claim for deferred sentence - category 1A - higher standard fee - undesignated area
PROJ4	PROJ	Second claim for deferred sentence - category 1B - higher standard fee - undesignated area

Magistrates' Court Designated Area Standard Fee Codes

Fee Code	Stage Reached Code	Description
PROK1	PROK	Category 1A - lower standard fee - designated area
PROK2	PROK	Category 1B - lower standard fee - designated area
PROK3	PROK	Category 2 - lower standard fee - designated area
PROL1	PROL	Category 1A - higher standard fee - designated area
PROL2	PROL	Category 1B - higher standard fee - designated area
PROL3	PROL	Category 2 - higher standard fee - designated area
PROJ5	PROJ	Second claim for deferred sentence - category 1A - lower standard fee - designated area
PROJ6	PROJ	Second claim for deferred sentence - category 1B - lower standard fee - designated area
PROJ7	PROJ	Second claim for deferred sentence - category 1A - higher standard fee - designated area

PROJ8	PROJ	Second claim for deferred sentence - category 1B - higher standard fee - designated area
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Youth Court Undesignated Area Standard Fee Codes

These Fee Codes must only be used for Youth Court Representation Orders dated from 6 December 2024 onwards.

For Youth Court Representation Orders dated before 6 December 2024, the claim must be submitted under the appropriate Magistrates' Court Undesignated Area Standard Fee Code.

Fee Code	Stage Reached Code	Description
YOU1	YOU	Category 1A - lower standard fee - undesignated area
YOU2	YOU	Category 1B - lower standard fee - undesignated area
YOU3	YOU	Category 2A - lower standard fee - undesignated area
YOU4	YOU	Category 2B - lower standard fee - undesignated area
YOUF1	YOUF	Category 1A - higher standard fee - undesignated area
YOUF2	YOUF	Category 1B - higher standard fee - undesignated area
YOUF3	YOUF	Category 2A - higher standard fee - undesignated area
YOUF4	YOUF	Category 2B - higher standard fee - undesignated area
YOUX1	YOUX	Second claim for deferred sentence - category 1A - lower standard fee - undesignated area
YOUX2	YOUX	Second claim for deferred sentence - category 1B - lower standard fee - undesignated area
YOUX3	YOUX	Second claim for deferred sentence - category 1A - higher standard fee - undesignated area
YOUX4	YOUX	Second claim for deferred sentence - category 1B - higher standard fee - undesignated area

Youth Court Designated Area Standard Fee Codes

These Fee Codes must only be used for Youth Court Representation Orders dated from 6 December 2024 onwards.

For Youth Court Representation Orders dated before 6 December 2024, the claim must be submitted under the appropriate Magistrates' Court Designated Area Standard Fee Code.

Fee Code	Stage Reached Code	Description
YOUK1	YOUK	Category 1A – lower standard fee - designated area
YOUK2	YOUK	Category 1B – lower standard fee - designated area

YOUK3	YOUK	Category 2A – lower standard fee - designated area
YOUK4	YOUK	Category 2B – lower standard fee - designated area
YOU1	YOU1	Category 1A – higher standard fee - designated area
YOU12	YOU1	Category 1B – higher standard fee - designated area
YOU13	YOU1	Category 2A – higher standard fee - designated area
YOU14	YOU1	Category 2B – higher standard fee - designated area
YOUY1	YOUY	Second claim for deferred sentence - category 1A – lower standard fee - designated area
YOUY2	YOUY	Second claim for deferred sentence - category 1B – lower standard fee - designated area
YOUY3	YOUY	Second claim for deferred sentence - category 1A – higher standard fee - designated area
YOUY4	YOUY	Second claim for deferred sentence - category 1B – higher standard fee - designated area

All other Criminal Proceedings Fee Codes

Fee Code	Stage Reached Code	Description
PROD	PROD	Advice and Assistance and Advocacy Assistance by a court Duty Solicitor
PROH1	PROH	<p>Representation orders dated on or after 22/12/2025</p> <p>Prescribed Proceedings Representation in the Crown Court - appeals from the magistrates' court</p>
PROH2	PROH	<p>Representation orders dated on or after 22/12/2025</p> <p>Prescribed Proceedings Representation in the Crown Court - other than appeals from the magistrates' court</p>
PROH	PROH	<p>Representation orders dated before 22/12/2025</p> <p>All Prescribed Proceedings in the Crown Court, including appeals from the magistrates' court</p>
PROP1	PROP	Pre Order Cover – London
PROP2	PROP	Pre Order Cover – National
PROT	PROT	Early Cover
PROU	PROU	Refused means test – form completion fee
PROV1	PROV	Breach of part 1 injunctions under ASBCP Act - uncontested - lower standard fee
PROV2	PROV	Breach of part 1 injunctions under ASBCP Act - uncontested - higher standard fee
PROV3	PROV	Breach of part 1 injunctions under ASBCP Act - contested - lower standard fee

PROV4	PROV	Breach of part 1 injunctions under ASBCP Act - contested - higher standard fee
PROW	PROW	Sending Hearing Fixed Fee

Appeals and Review Fee Codes

Fee Code	Stage Reached Code	Description
APPA	APPA	Advice and assistance in relation to an appeal (except CCRC)
APPB	APPB	Advice and assistance in relation to CCRC application

Prison Law Fee Codes

Fee Code	Stage Reached Code	Description
PRIA	PRIA	Free Standing Advice and Assistance
PRIB1	PRIB	Disciplinary Cases – Advocacy Assistance – Lower standard fee
PRIB2	PRIB	Disciplinary Cases – Advocacy Assistance – Higher standard fee
PRIC1	PRIC	Parole Board Cases – Advocacy Assistance Lower standard fee
PRIC2	PRIC	Parole Board Cases – Advocacy Assistance – Higher standard fee
PRID1	PRID	Advocacy Assistance at Sentence Reviews – Lower standard fee
PRID2	PRID	Advocacy Assistance at Sentence Reviews – Higher standard fee
PRIE1	PRIE	Advocacy Assistance at Parole Board Reconsideration & Set Aside Hearings – Lower standard fee
PRIE2	PRIE	Advocacy Assistance at Parole Board Reconsideration & Set Aside Hearings – Higher standard fee

Associated Civil Work Fee Codes

Fee Code	Stage Reached Code	Description
ASMS	ASMS	Legal Help and Associated Civil Work – Miscellaneous
ASPL	ASPL	Legal Help and Associated Civil Work – Public Law
ASAS	ASAS	Part 1 injunction Anti-Social Behaviour Crime and Policing Act 2014

3. VAT

- 3.1 All criminal costs should be reported exclusive of VAT in your electronic submissions, and fees and hourly rates for this work are published exclusive of VAT and are available from [The Criminal Legal Aid \(Remuneration\) Regulations 2013](#).
- 3.2 For each case you should use the VAT indicator field to indicate whether VAT should be added to profit, travel and waiting costs, and enter the amount of VAT which you wish to claim on any disbursements. These reporting arrangements allow for circumstances where the addition of VAT is not appropriate.

4. Reporting Fields

Reporting Field	Fee Codes	Use	Format/Examples
Stage Reached (Claim Code)	All	<p>You must use the Stage Reached (Claim Code) listed against the relevant Fee Code in section 2 of this guidance.</p> <p>The Fee Code you enter determines the Fee you are paid.</p> <p>The Stage Reached (Claim Code) determines the reporting fields that must be completed under the relevant Fee Code.</p>	e.g. PROE
Fee Code	All	<p>The Fee Code you enter determines the Fee you are paid.</p> <p>The Fee Codes are listed in section 2 of this guidance.</p>	e.g. PROE1, PROE2, PROE3
Client Surname	All except PROD	Surname of the client receiving legal aid.	e.g. Jones
Client Initial	All except PROD	First-name initial of the client receiving legal aid	e.g. T
Equal Opportunities Monitoring: Gender Ethnicity Disability	All except PROD	<p>Refers to the gender and ethnicity of your client and whether they are disabled.</p> <p>The equalities codes are listed in Section 9 of this guidance.</p>	e.g. M e.g. 01 e.g. NCD
UFN	All except PROD	Unique File Number. Made up of the start date and 3-digit case ID. This will uniquely identify a legal	e.g. 011025/004

Reporting Field	Fee Codes	Use	Format/Examples
		<p>aid case (when combined with LAA office account number).</p> <p>See Section 5 of this guidance for further information.</p>	
Representation Order Date	PROE1-3, PROF1-3 PROJ1-8, PROK1-3, PROL1-3, PROV1-4 PROW YOUE1-4 YOUF1-4 YOUK1-4 YOU1-4 YOUX1-4 YOUY1-4	The date on the initial representation order issued for work to be undertaken for the client in magistrates/Youth Court proceedings.	e.g. 01/10/2025
Standard Fee Category	As Representation Order Date	<p>You should select the Standard Fee category that corresponds to the Fee Code that you have selected.</p>	<p><i>Magistrates' Court Standard Fee Codes – PROE1-3, PROF1-3, PROJ1-8, PROK1-3, PROL1-3</i></p> <p>Alphanumeric</p> <p><i>For cat 1A claims use: 1EW</i></p> <p><i>For cat 1B claims use: 1SO</i></p> <p><i>For cat 2 claims use: 2</i></p> <p><i>Youth Court Standard Fee Codes –</i></p>

Reporting Field	Fee Codes	Use	Format/Examples
			<p><i>YOUN1-3, YOUNF1-3, YOUK1-3, YOUL1-3:</i></p> <p>Category 1A</p> <p>Category 1B</p> <p>Category 2A</p> <p>Category 2B</p> <p><i>Youth Court Standard Fees Codes - YOUX1-4, YOUY1-4:</i></p> <p>1A – HSF (higher standard fee)</p> <p>1A – LSF (lower standard fee)</p> <p>1B - HSF</p> <p>1B - LSF</p> <p><i>Sending Hearing Fixed Fee (PROW)</i></p> <p>Sending Hearing Fixed Fee</p> <p><i>Breach of part 1 injunctions under ASBCP Act (PROV1-4)</i></p> <p>ULF (uncontested lower fee)</p> <p>UHF (uncontested higher fee)</p> <p>CLF (contested lower fee)</p> <p>CHF (contested higher fee)</p>

Reporting Field	Fee Codes	Use	Format/Examples
Outcome for the client	All except INVH, PROD, PROH, PROH1-2, PROJ1-8, PROP1-2, PROT, PROU, YOUX1-4, YOUY1-4, APPA, APPB, ASMS, ASPL, ASAS	<p>The outcome for the client at the end of the matter or case.</p> <p>The outcome codes and guidance are listed in Section 7 of this guidance.</p>	e.g. CN01
Matter Type	As outcome for the client	<p>The entry for matter type is the offence code for the case.</p> <p>The matter type codes and guidance are listed in Section 8 of this guidance.</p>	<p>Numeric</p> <p>e.g. for offences against the person enter code '1'.</p>
Net Profit costs (excluding VAT)	All	<p>Actual net profit costs should be entered, except under Fee Codes INV1, INV2 and PROW where the net Fixed Fee value should be entered.</p> <p>See section 6 of this guidance for further information (including on magistrates' court/Youth Court Standard Fee claims).</p>	Numeric
Net Disbursement amount (excluding VAT)	All	<p>The total net disbursement amount excluding VAT should be entered.</p> <p>Net disbursement costs may be entered under Fee Codes INV1, INV2, PROT & PROU but are not payable.</p> <p>See section 6 of this guidance for further information.</p> <p>(also see Annex 1A of this guidance where travel time</p>	Numeric

Reporting Field	Fee Codes	Use	Format/Examples
		costs are being claimed in addition to the Barnstaple, Berwick & Alnwick, Dolgellau, Isle of Wight, Newark and Skegness police station attendance fixed fees).	
Net Travel costs (excluding VAT)	All except INVM and PROW	<p>Net travel costs may not be entered under Fee Codes INVM and PROW.</p> <p>Actual net travel costs may be entered under all other Fee Codes.</p> <p>SaBC will pay the travel costs, not pay them or include them in the escape fee threshold calculation in accordance with the rules for each individual Fee (in the same way as CWA).</p> <p>There is no requirement under the Standard Crime Contract to enter travel costs.*</p> <p>See section 6 of this guidance for further information.</p> <p>*(travel costs must be entered where travel costs are being claimed in addition to the Barnstaple, Berwick & Alnwick, Dolgellau, Isle of Wight, Newark and Skegness police station attendance fixed fees – see Annex A1 of this guidance).</p>	Numeric
Net Waiting costs (excluding VAT)	All except INVM and PROW	<p>Net waiting costs may not be entered under Fee Codes INVM and PROW.</p> <p>Actual net waiting costs may be entered under all other Fee Codes.</p>	Numeric

Reporting Field	Fee Codes	Use	Format/Examples
		<p>SaBC will pay the waiting costs, not pay them or include them in an escape fee threshold calculation in accordance with the rules for each individual Fee (in the same way as CWA).</p> <p>There is no requirement under the Standard Crime Contract to enter waiting costs.</p> <p>See section 6 of this guidance for further information.</p>	
VAT indicator	All	<p>When Y is selected applies VAT to the outcome value (excluding disbursements – please see below)</p> <p>Where deriving value it will apply VAT to the fee and any other additional payments. If a fixed or standard fee does not apply it should apply VAT to the NET profit costs, travel & waiting costs fields.</p>	Y (Yes) or N (No).
Disbursement VAT amount	All	<p>This numeric field allows the amount of VAT that should properly be added to the value in the Disbursement Amount Excluding VAT field to be claimed.</p> <p>This can only be greater than zero if a value has been entered in that field.</p> <p>The amount of VAT is limited to the rate applicable when the case closed.</p>	Numeric

Reporting Field	Fee Codes	Use	Format/Examples
Case concluded date	All	<p>The date you concluded the case.</p> <p>(in a Sending Hearing Fixed Fee claim, the date the case is sent to the Crown Court for trial).</p> <p>(in a Police Station Attendance Fixed Fee claim submitted a month after the last work was undertaken in the Matter under 9.101(c) of the Crime Specification, the date of that last work).</p>	e.g. 02/10/2025
No. of suspects/defendants	All except INVA, INVB1, INVB2, PRIA, PRIB1-2, PRIC1-2, PRID1-2 PRIE1-2, APPA, APPB, ASMS, ASPL, ASAS	How many suspects or defendants in the case.	Numeric e.g. 2
No. of police station/court attendances	All except INVA, INVB1, INVB2, INVM, PROD, PROP, PROT, PROU, APPA, APPB, PRIA, PRIB1-2, PRIC1-2, PRID1-2, PRIE1-2, ASMS, ASPL, ASAS	How many times you have attended the police station or court for this case.	Numeric e.g. 4
Police Station ID/Court ID/Prison ID	All except INVA, PROH, PROH1-2, APPA, APPB, ASMS, ASPL, ASAS	<p>A unique code should be entered for the specific police station, court, or prison. The code must be for the Police Station, magistrates' court*, or prison where the first attendance took place.</p> <p>The Police Station ID codes are in Annex A</p>	Alphanumeric e.g. NE001 e.g. AKCM

Reporting Field	Fee Codes	Use	Format/Examples
		<p>of this guidance.</p> <p>The magistrates' court ID codes are in Annex B of this guidance.</p> <p>The prison ID codes are in Annex C of this guidance.</p> <p>*The one exception is where a provider in an undesignated area has a case which transfers from a court in a designated area to a court in an undesignated area, and vice versa. The provider should use the Court code for the court in the undesignated area and claim the undesignated area standard fee (see 6.12 of this guidance).</p>	
DSCC number	<p>INVB1, INVB2, INVC, INVH</p> <p>And where you subsequently represent the client under the following Fee Codes:</p> <p>INVM, PROE1-3, PROF1-3 PROJ1-8, PROK1-3, PROL1-3, PROP1-2 PROT</p>	<p>The Defence Solicitor Call Centre number assigned to the case.</p>	<p>Alphanumeric 10 characters yymmmnnnnl e.g. 110154321A</p>

Reporting Field	Fee Codes	Use	Format/Examples
	PROW YOU1-4, YOUF1-4, YOUK1-4 YOU1-4 YOUX1-4 YOUY1-4		
MAAT ID	PROE1-3, PROF1-3 PROJ1-8, PROK1-3, PROL1-3, PROW, YOU1-4 YOUF1-4, YOUK1-4 YOU1-4 YOUX1-4 YOUY1-4	MAAT ID/Rep Order Number assigned to the case.	Numeric - up to 10 numbers
Prison Law Prior Approval Number	None	A Prison Law Prior Approval Number was to claim for treatment cases started prior to 2 December 2013 under Prison Law Advice and Assistance (Fee Code PRIA). As only cases starting on or after 1 April 2016 may be submitted under SaBC, this field is not required to be completed.	Numeric – 10 numbers
Duty Solicitor	INVB1, INVB2, INVC, INVE, INVH, INVK, INVL	Indicated if the solicitor was duty solicitor.	E.g. Y

Reporting Field	Fee Codes	Use	Format/Examples
Youth Court	All except INVM, PROD, PRIA, PRIB1-2, PRIC1-2, PRID1-2, PRIE1-2,	Add 'Y' (Yes) or 'N' (No) depending on whether the case is being dealt with at the Youth Court or not.	Add 'Y' (Yes) or 'N' (No) depending on whether the client is a Youth..
Scheme ID	INVC, INVM	<p>A unique code should be entered for the specific police station scheme. Instructing scheme code to be used (i.e. the scheme on which the solicitor was on duty when instructed), not necessarily the scheme in which the police station is located.</p> <p>The Scheme ID codes are in Annex A of this guidance.</p>	Numeric e.g. 1001

5. UFN

- 5.1 Other than court Duty Solicitor claims under Fee Code PROD, a UFN must be submitted in all Fee Code claims.
- 5.2 Each claim must have a separate UFN except where you represent a Client in the same Matter/Case under the following Fees Codes in the Criminal Investigations, Criminal Proceedings and Associated Civil Work Classes of Work:
 - All Criminal Investigation Fee Codes – INVA, INVB1-2, INVC, INVE, INVH, INVK, INVL & INVM.
 - The following Criminal Proceedings Fees Codes - PROE1-3, PROF1-3, PROJ1-8, PROK1-3, PROL1-3, PROP1-2, PROT, PROU, PROW, YOUE1-4, YOUF1-4, YOUL1-4, YOUX1-4 & YOUY1-4.
 - Associated Civil Work Fee Codes - ASMS & ASPL.
- 5.3 Where you have more than one claim for the same Client in the same Matter/Case in the Fee Codes listed above, the same UFN should be used for all claims, the UFN you assigned at your first point of contact with the Client.
- 5.4 Pre-Charge Engagement Advice and Assistance came into force on 7 June 2021 and a claim under its Fee Code, INVM, with an UFN before 7 June 2021 will be rejected (this is a change from CWA). In the event that your first point of contact with the Client was before 7 June 2021 (for example from a Police Station Attendance under Fee Code INVC) and you have an outstanding claim under a Fee Code INVM for work undertaken after 7 June 2021, you should on an exceptional basis use the following UFN for the INVM claim – 070621/001.
- 5.5 For representation orders dated on or after 22 December 2025, Prescribed Proceedings Representation in the Crown Court must be submitted under new Fee Codes – PROH1 for prescribed proceedings appeals from the magistrates' court or PROH2 for Crown Court prescribed proceedings other than appeals from the magistrates' court. This is because for representation orders dated on or after 22 December 2025, these two types of Prescribed Proceedings Representation in the Crown Court now have different hourly rates and Upper Limits – see the Guide to the Changes in Reporting Crime Lower Work at [Submit a Bulk Claim \(SaBC\) - GOV.UK](#). Representation order dates are not entered under Fee Codes PROH1 or PROH2 (or Fee Code PROH for representation orders dated before 22 December 2025) and the relevant hourly rates and Upper Limit are determined on SaBC by the UFN date. Where you have a UFN date before 22 December 2025 on a claim under either PROH1 or PROH 2 (i.e., the representation order is dated on or after 22 December 2025), you should on an exceptional basis use the representation order date as the UFN date. Where both the UFN date and representation order are on or after 22 December 2025, the actual UFN date should be used on PROH1 or PROH2 claims.
- 5.6 It is crucial that the rules for reporting UFNs are followed or you risk having your claims rejected by [Submit a Bulk Claim](#).
- 5.7 The UFN is compiled of the case start date and a 3-digit case ID in the format DDMMYY/NNN. For the Case ID you should record the first case opened on a particular day as 001 and then all subsequent cases opened that day should increase this number (i.e. 002 / 003 and upwards). The following day you should restart the numbering again at 001. Therefore when this number is compiled with the case start date you will ensure that the UFN is unique. The following explain some practical

examples of how to record the UFN correctly and where you should reuse it:

Scenario 1:

5.8 A provider reports a Matter under the INVC Fee Code with the UFN 150925/001 under office account number 1A111A. The following month they report another Matter under the INVC Fee Code with the same UFN (150925/001) under the same office account number (1A111A). When the second claim is submitted, it will be identified as a duplicate and the entire monthly submission will be rejected by Submit a Bulk Claim

Scenario 2:

5.9 A provider reports a Matter under the INVC Fee Code with the UFN 150925/001 under office account number 1A111A. The following month they report another matter under the INVC Fee Code with the UFN 150925/001 under a different office account number (2A222A). The second claim is valid and will be accepted by Submit a Bulk Claim.

Scenario 3:

5.10 A provider reports a Matter under the INVC Fee Code with the UFN 150925/001 under account number 1A111A. The following month, they report a claim under the PROP1 Fee Code with the same UFN (150925/001) under the same office account number (1A111A). The second claim is valid and will be accepted by Submit a Bulk Claim.

6. Entering Costs (including Escape/Non-Standard Fees)

6.1 Unless otherwise specified below, actual profit, travel and waiting costs should be entered. This includes magistrates' court/Youth Court Standard Fees where in a change from CWA, actual profit costs should be entered into the profits cost field rather than the value of the Standard Fee claimed (where you are not in a position to enter actual profit costs into SaBC, the value of the Standard Fee may be entered instead). Where a Fixed Fee or Standard Fee is payable, the relevant actual costs will be replaced by the Fixed Fee or Standard Fee payable under the Fee Code used to submit the claim.

Lower and Higher Standard Fees (magistrates' court, Youth Court and Prison Law)

6.2 It is the Fee Code used to submit the claim, and not the actual costs entered, that determines the Fee payable. For example, if the actual costs entered under a Lower Standard Fee Code (e.g. PROE1, YOUE1, PRIB1) entitle you to a Higher Standard Fee, the Lower Standard Fee will be paid, and vice versa. This includes Prison Law Standard Fees, where in a change from CWA, the Fee Codes will not calculate whether the actual costs you enter entitle you to a Lower or a Higher Standard Fee (also see 6.19 in respect of Escape Fee Claims).

6.3 You must therefore calculate whether your actual costs entitle you to a Lower Standard Fee or a Higher Standard Fee before you submit a claim under the appropriate Lower or Higher Standard Fee Code. For magistrates' court and Youth Court Standard Fees, you must also select the appropriate Fee Code for the category of case (1A, 1B & 2 in the magistrates' court and 1A, 1B, 2A & 2B in the Youth Court) and for whether it is an Undesignated Area Standard Fee or a Designated Area Standard Fee. For Prison Law Standard Fees, you must also select the Fee Code for the type of case (Disciplinary, Sentence, Parole Board case and Parole Board Reconsideration & Set Aside Hearings). The Fee Codes are listed in section 2 of this guidance.

6.4 See the [2025 Standard Crime Contract Specification](#) for the rules on the calculation of Lower and Higher Standard Fees and the [Guide to Reporting Changes in Crime Lower Work](#) for further information, including the hourly rates, limits and Standard Fees.

Profit Costs

6.5 Actual profit costs should be entered in all Fee Codes except:

- INVB1 - Police Station Telephone Advice Fixed Fee – London
- INVB2 - Police Station Telephone Advice Fixed Fee – National
- PROW – Sending Hearing Fixed Fee

You must enter the Fixed Fee value for INVB1, INVB2 and PROW into the profit costs field because there are no underlying hourly rates for these Fixed Fees.

As per 6.1 of this guidance, actual profit costs should be entered into the profits cost field of magistrates' court/Youth Court Standard Fee Codes rather than the value of the Standard Fee claimed (where you are not in a position to enter actual profit costs into SaBC, the value of the Standard Fee may be entered instead).

Disbursement Costs

6.6 Disbursement costs may be entered on all Fee Codes; however, disbursement costs are not payable, and will not be paid, on the following Fee Codes:

- INVB1 - Police Station Telephone Advice Fixed Fee – London
- INVB2 - Police Station Telephone Advice Fixed Fee – National
- PROT – Early Cover Fixed Fee
- PROU - Refused Means Test Completion Fee

Travel and Waiting Costs

6.7 Actual travel and waiting costs may be entered in all Fee Codes except:

- INVM – Pre-Charge Engagement
- PROW – Sending Hearing Fixed Fee

6.8 Travel and waiting costs may not be entered under the INVM and PROW Fee Codes because there are no travel and waiting hourly rates for these Fees. There are also no travel and waiting hourly rates for Police Station Telephone Advice Fixed Fee, and any travel and waiting costs entered under the INVB1 and INVB2 Fee Codes will not be paid.

6.9 For any travel and waiting costs entered under all other Fee Codes, SaBC will pay them, not pay them or include them in the escape fee threshold calculation in accordance with the rules set out in the [2025 Standard Crime Contract](#) Specification for each individual Fee. Further information is also available in the [Guide to Reporting Changes in Crime Lower Work](#). There is no requirement under the Standard Crime Contract to enter travel and waiting costs.

Police Station Attendance Fixed Fee Claims – Fee Code INVC

6.10 On an exceptional basis, travel costs may be claimed in addition to the Barnstaple, Berwick & Alnwick, Dolgellau, Isle of Wight, Newark and Skegness Police Station Attendance Fixed Fees where the travel is from an Attending Duty Scheme. This travel must be claimed in accordance with the process set out at Annex A1 of this guidance.

Magistrates' Court/Youth Court Standard Fees – Designated Areas & Undesignated Areas

6.11 If a provider is located in a designated area, they must claim a designated area magistrates' court/Youth Court Standard Fee. Any travel and waiting costs on a designated area Standard Fee may be reported but are not paid.

6.12 If a provider is located in an undesignated area, they should claim as follows:

- The appropriate Fee Code for an undesignated area Standard Fee if the case is heard in a court in an undesignated area.
- The appropriate Fee Code for a designated area Standard Fee if the case is heard in a court in a designated area.
- An undesignated area Standard Fee if the case is first heard in a court in an undesignated area and then transfers to a court in a designated area.
- An undesignated area Standard Fee if the case is first heard in a court in a designated area and then transfers to a court in an undesignated area.

Travel and waiting costs are paid in addition to an undesignated area Standard Fee.

6.13 The designated areas are the CJS areas:

- London
- Greater Manchester
- Merseyside
- West Midlands

and the local authority areas:

- Brighton & Hove
- Bristol
- Cardiff
- Derby & Erewash
- Kingston upon Hull
- Leeds & Bradford
- Leicester
- Nottingham
- Portsmouth
- Newcastle-upon-Tyne & Sunderland (including Gateshead, North Tyneside, and South Tyneside)
- Sheffield
- Southampton.

[Claiming Escape Fee Cases and Non-Standard Fees](#)

[Police Station Attendance Escape Fee Claims](#)

- 6.14 The actual net profit, travel and waiting costs entered on a claim under Fee Code INVC are used to calculate whether the Escape Fee Threshold is met on a Police Station Attendance case. As with CWA, SaBC will pay the Fixed Fee and flag the case as an Escape Fee Case.
- 6.15 To claim for additional costs when a claim is flagged as an Escape Fee case, providers should complete an Escape Fee Claim Form (CRM18).
- 6.16 Where on an exceptional basis travel costs are being claimed in addition to the Barnstaple, Berwick & Alnwick, Dolgellau, Isle of Wight, Newark and Skegness Police Station Attendance Fixed Fees, see Annex A1 of this guidance on how travel costs are treated in the Escape Fee calculation and claim.

[Prison Law Escape Fee Claims](#)

[Advice & Assistance](#)

- 6.17 The actual net profit costs and net waiting costs entered on a claim under Fee Code PRIA are used to calculate whether the Escape Fee Threshold is met on a Prison Law Advice Assistance case. As with CWA, SaBC will pay the Fixed Fee and flag the case as an Escape Fee Case.
- 6.18 To claim for additional costs when a claim is flagged as an Escape Fee case, providers should complete an Escape Fee Claim Form (CRM18A).

[Advocacy Assistance](#)

- 6.19 In Prison Law Advocacy Assistance claims, SaBC will only flag a case as an Escape Fee Case (non-Standard Fee) where it is submitted under Fee Codes for the Higher Standard Fees – PRIB2, PRIC2, PRID2 and PRIE2.
- 6.20 The actual net profit costs and net waiting costs entered on a claim under Fee Codes PRIB2, PRIC2, PRID2 and PRIE2 are used to calculate whether the Escape Fee Threshold is met on a Prison Law Advocacy Assistance case. As with CWA, SaBC will pay the Higher Standard Fee and flag the case as an Escape Fee Case (non-Standard Fee).
- 6.21 To claim for additional costs when a claim is flagged as an Escape Fee case, providers should complete an Escape Fee Claim Form (CRM18A).

Associated Civil Work Escape Fee Claims

- 6.22 The actual net profit, travel and waiting costs entered on a claim under Fee Codes ASMS, ASPL, ASAS are used to calculate whether the Escape Fee Threshold is met on a Legal Help case. As with CWA, SaBC will pay the Fixed Fee and flag the case as an Escape Fee Case.
- 6.23 To claim for additional costs when a claim is flagged as an Escape Fee case by SaBC, providers should submit an Escape Fee Claim.

Magistrates' Court/Youth Court Non-Standard Fee Claims

- 6.24 As with CWA, where you have a non-Standard Fee claim in a magistrates' court/Youth Court case, this is not submitted through SaBC.
- 6.25 Non-Standard Fee claims should be submitted either online through the Claim a Non-Standard Magistrates Court fee online service or by submitting a paper copy of the CRM7 form to the relevant processing centre. Code PROG should be used for undesignated area non-standard fee claims and code PROM for designated area standard fee claims.

Attendance and Hearing codes for use on the CRM7 paper form only

- 6.26 These codes are for the schedule of time on the paper CRM7 to indicate the nature of the person attended on and hearing attended. These codes are not mandatory and if you complete your application using the online service you will not be required to submit this information.

Type of Person Codes

Code	Type of Person
C	Client
E	Expert Witness
P	Prosecutor/Police
S	Surety
D	Other defence solicitor
PR	Probation
W	Witness

Code	Type of Person
O	Other

Hearing Codes

Code	Hearing Type
DB	Defence bail application
CB	Crown Court bail application
HB	High Court bail application
VB	Varying bail conditions
PB	Prosecution bail application (including Judge-in-Chambers)
FR	Formal Remand
AD	Adjournment (client on bail)
MT	Mode of Trial
NO	New offence
PL	Plea
PTR	Pre-Trial Review
CMH	Case Management Hearing
CT	Cracked Trial
ST	Summary Trial
SE	Sentence

7. Outcome Codes Guidance

Outcome Codes

Code	Description
Criminal Investigation	
CN01	No further instructions
CN02	Change of solicitor
CN03	Client not a suspect
CN04	No further action
CN05	Simple caution, reprimand, warning
CN06	Charge, summons or reported for summons
CN07	Conditional caution
CN08	Fixed penalty notice
CN09	Released – No Bail
CN10	Bail Varied/Extended
CN11	Bail Not Varied/Extended
CN12	Pre-charge engagement agreed and concludes before investigation ends
CN13	Pre-charge engagement not agreed
Criminal Proceedings	
CP01	Arrest warrant issued/adjourned indefinitely
CP02	Change of solicitor
CP03	Representation order withdrawn
CP04	Trial: acquitted
CP05	Trial: mixed verdicts
CP06	Trial: convicted
CP07	Discontinued (before any pleas entered)
CP08	Discontinued (after pleas entered)
CP09	Guilty plea to all charges put – not listed for trial
CP10	Guilty plea to all charges put after case listed for trial
CP11	Guilty plea to substitute charges put – after case listed for trial
CP12	Mix of guilty plea(s) and discontinuance – Not listed for trial
CP13	Mix of guilty plea(s) and discontinuance – listed for trial
CP17	Extradition
CP18	Case remitted from Crown to magistrates' court for sentencing
CP19	Deferred sentence
CP20	Granted prescribed proceedings order (including sexual offender prescribed proceedings orders)
CP21	Part-granted prescribed proceedings order (including sexual offender prescribed proceedings orders)
CP22	Refused prescribed proceedings order (including sexual offender prescribed proceedings orders)
CP23	Varied prescribed proceedings order (including sexual offender prescribed proceedings orders)
CP24	Discharged prescribed proceedings order (including sexual offender prescribed proceedings orders)
CP27	Case sent to the Crown Court for trial on an either way offence
CP28	Case sent to the Crown Court for trial on an indictable only offence

Prison Law	
PL01	Discontinued
PL02	Change of Solicitor
PL03	Written Representations Successful
PL04	Written Representations Refused
PL05	Adjudication Guilty Plea
PL06	Adjudication Guilty After Hearing
PL07	Adjudication Not Guilty After Hearing
PL08	Adjudication Cracked Hearing
PL09	Parole Paper Hearing
PL10	Parole Oral Hearing Successful
PL11	Parole Oral Hearing Not Successful
PL12	Proceeded to Reconsideration/Judicial Review
PL13	No further action
PL14	Minimum Term Reviewed at the High Court

Outcome Code Guidance

Purpose

- 7.1 The Outcome Code indicates the furthest point to which the Case or Matter progressed and the outcome achieved.
- 7.2 The appropriate Outcome Code can only be determined once the Case or Matter has reached the end of the relevant Class of Work (thereby triggering a claim) or has been disposed of finally.

Fee Codes in which an Outcome Code should be reported

- 7.3 Outcome Codes should be reported under the following Fee Codes when making a claim.

Class of Work	Fees Codes where the Outcome Code should be reported
Criminal Investigations	All Fee Codes except INVH.
Criminal Proceedings	All Fee Codes except PROD, PROH, PROH1-2, PROJ1-8, PROP1-2, PROT, PROU, YOUX1-4 and YOUY1-4.
Appeals and Reviews	No Fee Codes.
Prison Law	All Fee Codes.
Associated Civil Work	No Fee Codes.

Format

- 7.4 The code consists of 4 characters. The first two letters indicate the specific class of work and the following two digits determine the individual outcome within the Class of Work.

7.5 The letter key is as follows:

CN = Criminal Investigations CP = Criminal Proceedings PL = Prison Law

7.6 It is important to note that the Outcome Codes are not interchangeable between Classes of Work, e.g. CP cannot be used for a Criminal Investigations claim and CN cannot be used for a Criminal Proceedings claim.

Application of Specific Codes

Criminal Investigations

CN01 No further instructions

7.7 This code must be used when you are claiming because your client has not made any further contact with you even though the Matter has not concluded and you are not aware that their instructions have been transferred.

7.8 The Standard Crime Contract Specification stipulates that two months must pass since the last contact with the client before any claim can be made (paragraph 4.47 (i)).

7.9 This code can only be used when claiming in accordance with 4.47 (i), i.e. where you have had no contact from your client for two months. It must not be used in relation to a claim where it is known that no further work will be undertaken for the client in the same matter (paragraph 4.47 (h)).

CN02 Change of solicitor

7.10 This code must be used when you have been advised by your client(s) that they no longer wish to instruct you and the Matter has not been disposed of.

CN03 Client not a suspect

7.11 This code must only be used when free standing Advice and Assistance or Police Station Advice and Assistance has been given to a client who is not directly the subject of a criminal investigation but qualifies for Advice and Assistance e.g. a witness at risk of self-incrimination.

CN04 No further action

7.12 This code should only be used when the client(s) has been released without a reprimand, warning, summons, or charge.

CN05 Simple caution, reprimand, warning

7.13 This code should only be used when the client(s) has been released following a reprimand, warning, or simple caution. Any level of assistance can have been given, namely Advice and Assistance, Police Station Telephone Advice, Police Station Attendance, Warrants of Further Detention, and armed forces custody hearings.

CN06 Charge, Summons or reported for summons

7.14 This code should only be used when the client(s) has been charged with or summoned for a criminal offence. Any level of assistance can have been given.

[CN07 Conditional Caution](#)

7.15 This code should only be used when the client(s) has received a conditional caution.

[CN08 Fixed Penalty Notice](#)

7.16 This code should only be used when the client(s) has received a fixed penalty notice.

[CN09 Released no Bail](#)

7.17 This code should only be used when Police Station Advice and Assistance is claimed under 9.101(c) of the Crime Specification before the Matter has concluded and the Client was Released Under Investigation / released without bail.

[CN10 Bail Varied/Extended](#)

7.18 This code should only be used:

- when Police Station Advice and Assistance is claimed under 9.101(c) of the Crime Specification before the Matter has concluded and the Client was released on pre-charge bail; or
- when providing Advocacy Assistance and the client(s) pre-charge bail is varied or extended.

[CN11 Bail Not Varied/Extended](#)

7.19 This code should only be used when providing Advocacy Assistance and the client(s) bail is not varied or extended

[CN12 Pre-Charge Engagement agreed and concludes before investigation ends](#)

7.20 This code should only be used when providing Advice and Assistance for Pre-Charge Engagement; where there is a formal/informal agreement in place to undertake Pre-Charge Engagement and this work concludes before the investigation ends. Where Pre-Charge Engagement concludes at the same time as any Police Station Attendance Claim, the same code should be used for both.

[CN13 Pre-Charge Engagement not agreed \(Pre-Charge Engagement Advice and Assistance started on or after 1 October 2022\)](#)

7.21 This code should only be used when providing Advice and Assistance for Pre-Charge Engagement; where preparatory work is undertaken to determine whether it would be beneficial to the Client to undertake Pre-Charge Engagement and it does not result in a formal/informal agreement between the Client and the prosecutors and/or investigators to undertake Pre-Charge Engagement.

[Criminal Proceedings](#)

[General Guidance](#)

7.22 Matters that are **sent to the Crown Court for sentence** or end with a **Newton Hearing** should be given the Outcome Code that represents the actual outcome of the Matter in the

magistrates' court. For instance, a client who was convicted of some Matters but acquitted of others, before a sentence or Newton Hearing, should have the Outcome Code CP05 – Trial: mixed matters

- 7.23 Matters that are remitted back from the Crown Court should be given the Outcome Code that represents the final outcome of the Matter in the magistrates' court.
- 7.24 When deciding whether or not a case has been listed for trial, (Outcome Codes CP07 to CP13), the definition used for standard fee purposes should be used. CRIMLA 41 provides that a case is to be treated as listed for trial whenever it is adjourned following a not guilty plea, irrespective of whether the court actually lists the trial date at that point or simply adjourns to a pre-trial review date.
- 7.25 Where a case is sent to the Crown Court for trial under a magistrates' court/Youth Court representation order dated on or after 19 October 2020, a Sending Hearing Fixed Fee (and any disbursements incurred) may be claimed at the conclusion of the magistrates' court/Youth Court element of the case. All other costs should continue to be claimed under the Litigator Graduated Fee Scheme at the conclusion of the Crown Court element of the case.

CP01 Arrest warrant issued / adjourned indefinitely

- 7.26 This code must be used when you are claiming because an arrest warrant has been issued or the court has adjourned the Matter, without a decision, indefinitely.
- 7.27 This code can only be used when claiming in accordance with the Standard Crime Contract Specification , paragraph 4.47 (i). It must not be used in relation to a claim where it is known that no further work will be undertaken for the client in the same matter or case (paragraph 4.47 (h)).

CP02 Change of solicitor

- 7.28 This code must be used when you have been advised by your client(s) that they no longer wish to instruct you and the representation order is transferred to another provider.

CP03 Representation order withdrawn

- 7.29 This code must be used when the representation order has been withdrawn or revoked before a conclusion to the case is reached.

CP04 Trial: Acquitted

- 7.30 This code must be used when the client is acquitted at trial of all contested Matters (whether or not there are other guilty pleas). This code also includes contested breach proceedings.

CP05 Trial: mixed verdict

- 7.31 This code must be used when the client is convicted at trial of some contested Matters but is acquitted of other contested Matters (whether or not there are other guilty pleas). This code also includes contested breach proceedings where the client is convicted of some breaches and acquitted of others in a separate information or charge.

CP06 Trial: convicted

7.32 This code must be used when the client is convicted at trial of all contested Matters (whether or not there are other guilty pleas). This code also includes contested breach proceedings. It should not be used for any other outcome.

CP07 Discontinued (before any pleas entered)

7.33 This code must be used when the proceedings have been discontinued and the Matter has not been listed for trial. This code also includes breach proceedings.

CP08 Discontinued (after pleas entered)

7.34 This code must be used when the proceedings have been discontinued after the Matter has been listed for trial. This code also includes breach proceedings.

CP09 Guilty plea to all Charges put –not listed for trial

7.35 This code must be used when guilty pleas have been entered to all Matters put where the Matter has not been listed for trial. This code also includes breach proceedings.

CP10 Guilty plea to all Charges put after case listed for trial

7.36 This code must be used when guilty pleas have been entered to all Matters put where the Matter has been listed for trial. This code also includes breach proceedings.

CP11. Guilty Plea to substitute charges put – after case listed for trial

7.37 This code must be used when guilty pleas are entered to substitute charges where the matter has been listed for trial. This code includes breach proceedings.

CP12 Mix of guilty plea(s) and discontinuance- not listed for trial

7.38 This code must be used when a guilty plea has been entered to one or more Matters, one or more other Matters have been discontinued, or the Crown accepted a not guilty plea and formally offered no evidence, and the Matter has not been listed for trial. This code also includes breach proceedings.

CP13 Mix of guilty plea(s) and discontinuance – listed for trial

7.39 This code must be used when a guilty plea has been entered to one or more Matters, one or more other Matters have been discontinued, and the Matter has been listed for trial. This code also includes breach proceedings.

CP17 Extradition

7.40 This code must be used for extradition hearings.

CP18 Case Remitted from Crown Court to magistrates' court/Youth Court for sentencing

7.41 This code must be used when the matter has been passed back to the magistrates' court/Youth Court for sentencing.

CP19 Deferred sentence

7.42 This code must be used where a sentence has been deferred.

CP20. Granted prescribed proceedings order (including prescribed proceedings sexual offender order)

7.43 This code must be used where an application for a prescribed proceedings order (including a prescribed proceedings sexual offender order) has been made and the conditions proposed by the applicant agency are granted in full. Where a prescribed proceedings order is made as part of criminal proceedings, the Outcome Code will be the most appropriate from CP01 to CP19 in the Outcome Code Table that describes the outcome of the substantive criminal proceedings.

CP21 Part granted prescribed proceedings order (including prescribed proceedings sexual offender order)

7.44 This code must be used where an application for a prescribed proceedings order (including a prescribed proceedings sexual offender order) has been made and the conditions proposed by the applicant agency are only granted in part. Where a prescribed proceedings order is made as part of criminal proceedings, the Outcome Code will be the most appropriate from CP01 to CP19 in the Outcome Code Table that describes the outcome of the substantive criminal proceedings.

CP22 Refused prescribed proceedings order (including prescribed proceedings sexual offender order)

7.45 This code must be used where an application for a prescribed proceedings order (including a prescribed proceedings sexual offender order) has been made and the application is refused in full. Where a prescribed proceedings order is made as part of criminal proceedings, the Outcome Code will be the most appropriate from CP01 to CP19 in the Outcome Code Table that describes the outcome of the substantive criminal proceedings.

CP23 Varied prescribed proceedings order (including prescribed proceedings sexual offender orders)

7.46 This code must be used where an application has been made to vary a prescribed proceedings order (including a prescribed proceedings sexual offender order) whether the application was granted or not

CP24 Discharged prescribed proceedings order (including prescribed proceedings sexual offender orders)

7.47 This code must be used where an application has been made to discharge a prescribed proceedings order (including a prescribed proceedings sexual offender order) whether the application was granted or not.

CP27 Case sent to the Crown Court for trial on an either way offence

7.48 This code must be used under a magistrates' court/Youth Court representation order dated on or after 19 October 2020 where a case is sent to the Crown Court for trial on an either way offence and the Sending Hearing Fixed Fee is claimed.

CP28 Case sent to the Crown Court for trial on an indictable only offence

7.49 This code must be used under a magistrates' court/Youth Court representation order

dated on or after 19 October 2020 where a case is sent to the Crown Court for trial on an indictable only offence and the Sending Hearing Fixed Fee is claimed.

Prison Law

PL01 Discontinued

7.50 This code must be used when if proceedings have been discontinued, or an application to the Parole Board has been abandoned.

PL02 Change of Solicitor

7.51 This code must be used when you have been advised by your client(s) that they no longer wish to instruct you and the Matter has not been disposed of.

PL03 Written Representations Successful

7.52 This code must be used in circumstances where written representations have resulted in a successful outcome, in Sentence, Disciplinary and Parole Board Cases.

PL04 Written Representations Refused

7.53 This code must be used in circumstances where written representations have not resulted in a successful outcome, in Sentence, Disciplinary and Parole Board Cases.

PL05 Adjudication Guilty Plea

7.54 This code must be used in Disciplinary Cases if your client admits the charge or charges against him or her.

PL06 Adjudication Guilty After Hearing

7.55 This code must be used in Disciplinary Cases if your client contests the charge and is found guilty.

PL07 Adjudication Not Guilty After Hearing

7.56 This code must be used in Disciplinary Cases if your client successfully contests the charge and is found not guilty.

PL08 Adjudication Cracked Hearing

7.57 This code must be used in circumstances where the case is listed for a full hearing and the prisoner pleads guilty on the day of the hearing.

PL09 Parole Paper Hearing

7.58 This code must be used where written representations have been submitted to the Parole Board and there was no oral hearing. Do not use in Intensive Paper Review Parole Board cases (use PL03/PL04, as appropriate, instead).

PL10 Oral Hearing Successful

7.59 This code must be used in Cases involving an oral hearing where the outcome was successful.

PL11 Oral Hearing Unsuccessful

7.60 This code must be used in Cases involving an oral hearing where the outcome was unsuccessful.

PL12 Proceeded to Reconsideration/Judicial Review

7.61 This code must be used if you send a letter in accordance with the Judicial Review Pre-Action Protocol, having exhausted internal remedies. This code must also be used if providing Advice and Assistance to previously unrepresented or transferred clients who are applying for a Parole Board Reconsideration Hearing.

PL13 No further action

7.62 This code must be used when you are claiming because your client has not made any further contact with you even though the Matter has not concluded and you are not aware that their instructions have been transferred.

7.63 This code can only be used when claiming in accordance with 4.47 (i), i.e. where you have had no contact from your client for two months. It must not be used in relation to a claim where it is known that no further work will be undertaken for the client in the same matter (paragraph 4.47 (h)).

PL14 Minimum Term Reviewed at the High Court

7.64 This code can only be used when claiming in accordance with 12.74 of the Specification, i.e. when the High Court has directed there to be an oral hearing in relation to a client's minimum term review. This is claimed in conjunction with the High Court court code.

8. Matter Type Guidance

Criminal Matter Type Codes

Code	Description
Criminal Investigations and Proceedings Codes (refer to Annex D for descriptions)	
1	Offences against the person
2	Homicide and related grave offences
3	Sexual offences and associated offences against children
4	Robbery
5	Burglary
6	Criminal damage
7	Theft (including taking vehicle without consent)
8	Fraud and forgery and other offences of dishonesty <i>not otherwise categorised</i>
9	Public order offences
10	Drug offences
11	Driving and motor vehicle offences (other than those covered by codes 1, 6 & 7)
12	Other offences
13	Terrorism
15	Prescribed proceedings relating to sexual offender orders
16	Other prescribed proceedings
36	Breach of part 1 injunction under Anti-Social Behaviour Crime and Policing Act
Prison Law Codes	
18	Sentence calculations
19	Category A (including cases involving Restricted Status prisoners/Inmates)
21	Close Supervision Centre referrals and assessments
23	Minimum Term Review applications
33	Written representations - Parole Board
34	Written representations – Disciplinary
35	Oral representations
37	Separation Centre
38	Pre-Tariff Reviews

Criminal Matter Type Code Guidance

Fee Codes in which a Criminal Matter Type should be reported

8.1 Matter Types should be reported under the following Fee Codes when making a claim.

Class of Work	Fees Codes where the Matter Type should be reported
Criminal Investigations	All Fee Codes except INVH.
Criminal Proceedings	All Fee Codes except PROD, PROH, PROH1-2, PROJ1-8, PROP1-2, PROT, PROU, YOUX1-4 and YOUY1-4.
Appeals and Reviews	No Fee Codes.

Prison Law	All Fee Codes.
Associated Civil Work	No Fee Codes.

Recording Criminal Matter Types in the Criminal Investigations and Proceedings Classes of Work

- 8.2 Where your client has been charged or warned, you should determine which heading the principal offence or charge that your client faces is listed under. A list of offences falling under each matter type can be found in Annex D of this guidance.
- 8.3 Where you cannot locate the appropriate charge, you should select Code 12. Where your client has been released without charge, you must record the heading that covers the Criminal Matter Type that he or she was interviewed in relation to (if an interview took place).
- 8.4 Where you have given freestanding Advice and Assistance (Fee Code INVA) only, you must record the heading that covers the Criminal Matter Type that advice was given in relation to.
- 8.5 Where you have only given Police Station Telephone Advice (Fee Codes INVB1 & INVB2), you must record the heading that covers the Criminal Matter Type that advice was given in relation to. If you do not know what the nature of the matter was, you must record Code 12.
- 8.6 If you advise a witness or any other person who is not subject to an investigation or proceedings then record Code 12.
- 8.7 Where your client has been charged or summonsed, you must record the final charge that your client faces. Where your client is facing multiple charges, you should identify the most serious charge.
- 8.8 You should only record the original charge laid by the police if this has not altered during the course of the proceedings. In cases where the charge does alter it is the final charge that must be recorded.
- 8.9 Where a prescribed proceedings order is made as part of criminal proceedings, the Matter Type will be one that describes the substantive criminal proceedings. Where a prescribed proceedings order is made outside of criminal proceedings, the Matter Type will be either 15 (prescribed proceedings orders relating to sexual offenders) or 16 (other prescribed proceedings).

Recording Criminal Matter Types for Prison Law

- 8.10 You should select the code that best reflects the work undertaken on the case. Where there is more than one issue (and so more than one code that could apply) you should identify the main issue in the case and select the appropriate code.

9. Equal Opportunities Monitoring

9.1 Completion of the ethnic origin and disability fields is voluntary. However, where the client is willing to provide this information it is compulsory to report this and the information will greatly assist us in monitoring and researching access to LAA funded services in line with our duties under the Equality Act 2010. This information will be treated in the strictest confidence and will be used purely for statistical monitoring and research.

Field	Use	Format
Gender	Gender of client	Single letter: F – Female M – Male U – Unknown
Ethnicity	Ethnicity of client	00 Other 01 White British 02 White Irish 03 Black or Black British African 04 Black or Black British Caribbean 05 Black or Black British Other 06 Asian or Asian British Indian 07 Asian or Asian British Pakistani 08 Asian or Asian British Bangladeshi 09 Chinese 10 Mixed White & Black Caribbean 11 Mixed White & Black African 12 Mixed White & Asian 13 Mixed Other 14 White Other 15 Asian or Asian British Other 16 Gypsy/Traveller 99 Unknown
Disability	If a client considers himself or herself to have a disability use the most appropriate code. If the client has multiple disabilities please use the code that reflects the predominant disability. If the client does not consider himself or herself disabled then use code NCD. Where a client does not wish to provide this information use code UKN.	NCD – Not considered disabled MOB – Mobility impairment HEA – Hearing impaired DEA – Deaf VIS – Visually impaired BLI - Blind MHC - Mental health condition LDD - Learning disability/difficulty ILL - Long-standing illness or health condition OTH - Other UKN - Unknown

Annex A – Police station and police station scheme codes

You might find it convenient to use the search function (Ctrl+F) to locate the police station or scheme code that you require.

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Abingdon, Didcot & Witney (South Oxfordshire)	1131	ABINGDON	RD003
		ABINGDON, DIDCOT & WITNEY (SOUTH OXFORDSHIRE) NON-POLICE STATION	RD900
		DIDCOT	RD004
		RAF BRIZE NORTON	RD001
		WANTAGE	RD005
		WITNEY	RD002
Aldershot / Petersfield (North East Hampshire)	1140	160 PROVST CO. ALDERSHOT	RD041
		ALDERSHOT	RD046
		ALDERSHOT / PETERSFIELD (NORTH EAST HAMPSHIRE) NON-POLICE STATION	RD909
		ALTON (PETERSFIELD)	RD047
		FARNBOROUGH	RD045
		FLEET	RD044
		PETERSFIELD (ALTON)	RD048
		RAF ODIHAM	RD042
		RMP 160 PROVOST CO, BORDON	RD051
		RMP 31 SECTION SIB, ALDERSHOT	RD050
		WHITEHILL	RD049
		YATELEY	RD043
Amman Valley	4001	AMMAN VALLEY NON-POLICE STATION	WA900
		AMMANFORD	WA002
		LLANDOVERY	WA001
Andover / Basingstoke / Winchester (NW Hants)	1141	ANDOVER	RD057
		ANDOVER / BASINGSTOKE / WINCHESTER (N W HANTS) NON-POLICE STATION	RD914
		BASING	RD054
		BASINGSTOKE	RD053
		BISHOPS WALTHAM	RD059
		DROXFORD	RD060
		STOCKBRIDGE	RD056
		TADLEY	RD052
		WHITCHURCH, HAMPSHIRE	RD055
		WINCHESTER	RD058

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Ashbourne / Matlock / High Peak (Buxton)	8002	ASHBOURNE	NT014
		ASHBOURNE / MATLOCK / HIGH PEAK (BUXTON) NON-POLICE STATION	NT901
		BAKEWELL	NT013
		BUXTON	NT011
		CHAPEL-EN-LE-FRITH	NT010
		GLOSSOP	NT015
		MATLOCK	NT012
		NEW MILLS	NT009
Ashby & Coalville / Loughborough / Melton Mowbray	8005	ASHBY & COALVILLE / LOUGHBOROUGH / MELTON MOWBRAY NON-POLICE STATION	NT904
		ASHBY-DE-LA ZOUCH	NT034
		COALVILLE	NT033
		EAST MIDLANDS AIRPORT	NT035
		LOUGHBOROUGH	NT036
		MELTON MOWBRAY [DESIGNATED]	NT038
		RAF. COTTESMORE	NT037
Ashford & Tenterden / Dover / Folkestone	7002	ASHFORD	BG010
		ASHFORD & TENTERDEN / DOVER / FOLKESTONE NON-POLICE STATION	BG900
		DEAL	BG004
		DOVER	BG003
		FOLKESTONE	BG008
		H M CUSTOMS FOLKESTONE	BG007
		HM CUSTOMS DOVER, PRIORY COURT	BG005
		HM CUSTOMS DOVER, ST JOHN'S ROAD	BG011
		HMC EASTERN DOCKS, DOVER	BG002
		LONGPORT	BG012
		LYDD	BG006
		SANDWICH	BG001
		TENTERDEN	BG009
Avon North & Thornbury	2001	AVON NORTH & THORNBURY NON-POLICE STATION	BR900
		CHIPPING SODBURY	BR005
		CRIBBS CAUSEWAY (BRISTOL)	BR006
		FILTON	BR004
		KINGSWOOD	BR003
		STAPLE HILL	BR002
		THORNBURY	BR001
Aylesbury	1132	AYLESBURY	RD009
		AYLESBURY NON-POLICE STATION	RD901
		RAF HALTON	RD008
		THAME	RD007
		WENDOVER	RD006

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Bangor & Caernarfon	4011	BANGOR	WA051
		BANGOR & CAERNARFON NON-POLICE STATION	WA910
		CAERNARFON	WA049
		LLANBERIS	WA050
		PENYGROES	WA048
Barking	1301	BARKING	LN001
		BARKING NON-POLICE STATION	LN900
		DAGENHAM	LN002
Barnsley	1212	BARNESLEY	LS056
		BARNESLEY NON-POLICE STATION	LS911
		CUDWORTH	LS055
		DODWORTH	LS054
		GOLDTHORPE	LS053
		GRIMETHORPE	LS052
		PENISTONE	LS051
		WOMBWELL	LS050
		WORSBOROUGH	LS049
Barnstaple Travel time may be payable in addition to the Fixed Fee (or Escape Case Fee) for attendances at the police stations listed against this police station scheme – see Annex A1.	2017	BARNSTAPLE	BR115
		BARNSTAPLE NON-POLICE STATION	BR916
		BIDEFORD	BR109
		BRAUNTON	BR114
		CHULMLEIGH	BR116
		CLOVELLY	BR117
		COMBE MARTIN	BR113
		GREAT TORRINGTON	BR118
		HOLSWORTH	BR119
		ILFRACOMBE	BR112
		LYNTON	BR111
		SOUTH MOLTON	BR108
		WOOLACOMBE	BR110
Barrow In Furness	6004	ASKAM	MA037
		BARROW IN FURNESS	MA041
		BARROW IN FURNESS NON-POLICE STATION	MA903
		BOOTLE	MA036
		DALTON	MA040
		MILLOM	MA039
		RAVENGLASS	MA034
		SILECROFT	MA035
		ULVERSTON	MA038
Basildon	9008	BASILDON	EA026
		BASILDON NON-POLICE STATION	EA907
		BILLERICAY	EA027
		WICKFORD	EA025

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Bath	2002	BATH	BR009
		BATH NON-POLICE STATION	BR902
		KEYNSHAM	BR008
		RADSTOCK	BR007
Bedford	9001	AMPTHILL	EA002
		BEDFORD	EA001
		BEDFORD NON-POLICE STATION	EA900
		BIGGLESWADE	EA143
		SANDY	EA144
Berwick & Alnwick Travel time may be payable in addition to the Fixed Fee (or Escape Case Fee) for attendances at the police stations listed against this police station scheme – see Annex A1.	1014	ALNWICK	NE054
		AMBLE	NE053
		BERWICK	NE055
		BERWICK & ALNWICK NON-POLICE STATION	NE912
		RAF BOULMER	NE056
		SEAHOUSES	NE052
Beverley / Bridlington	1204	BEVERLEY	LS021
		BEVERLEY / BRIDLINGTON NON-POLICE STATION	LS903
		BRIDLINGTON	LS019
		BROUGH	LS016
		DRIFFIELD	LS018
		HORNSEA	LS017
		MARKET WEIGHTON	LS023
		POCKLINGTON	LS020
Bexley	1302	BELVEDERE	LN003
		BEXLEY NON-POLICE STATION	LN901
		BEXLEYHEATH	LN004
		ERITH	LN005
		SIDCUP	LN006
		WELLING	LN007
Bicester / North Oxon (Banbury)	1135	BANBURY	RD022
		BICESTER	RD021
		BICESTER / NORTH OXON (BANBURY) NON-POLICE STATION	RD904
		CHIPPING NORTON	RD023
		RMP 160 PROVOST, BICESTER	RD024
		WOODSTOCK	RD020

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Birmingham	3014	ACOCKS GREEN	BM195
		ASTON, QUEENS ROAD	BM194
		BELGRAVE ROAD	BM193
		BILLESLEY, YARDLEY WOOD ROAD	BM192
		BIRMINGHAM HQ(LLOYDS HOUSE)	BM197
		BIRMINGHAM NON-POLICE STATION	BM913
		BORDESLEY GREEN	BM191
		BOURNEVILLE LANE	BM190
		BRADFORD STREET	BM189
		BRIDGE STREET WEST	BM188
		BROMFORD LANE	BM211
		BTP BIRMINGHAM NEW STREET STATION	BM161
		CANTERBURY ROAD	BM187
		COVENTRY ROAD, SMALL HEATH	BM186
		DIGBETH	BM185
		DUDLEY ROAD	BM184
		DUKE STREET (TRAFFIC)	BM214
		EDWARD ROAD	BM183
		ERDINGTON, WITTON ROAD	BM182
		HARBORNE ROSE ROAD	BM168
		HARBOURNE HIGH STREET	BM181
		HM CUSTOMS ALPHA TOWER B'HAM	BM160
		HM CUSTOMS CONTAINERBASE BIRMINGHAM	BM215
		HM CUSTOMS ST JAMES HOUSE BIRMINGHAM	BM216
		HM CUSTOMS SUTTON COLDFIELD	BM217
		HM CUSTOMS TWO BROADWAY BIRMINGHAM	BM218
		HOLYHEAD ROAD	BM180
		KINGS HEATH HIGH STREET	BM179
		KINGS NORTON, WHARF ROAD	BM178
		KINGSTANDING ROAD	BM177
		LADYWOOD	BM176
		LONGBRIDGE	BM175
		MOSELEY, WOODBRIDGE ROAD	BM219
		NECHELLS GREEN, FOWLER STREET	BM174
		QUINTON ROAD WEST	BM173
		SHARD END, PACKINGTON AVENUE	BM220
		SHELDON	BM172
		SPARKHILL, STRATFORD ROAD	BM171
		STECHFORD, STATION ROAD	BM170
		STEELHOUSE LANE	BM169
		SUTTON COLDFIELD	BM167

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Birmingham (contd.)		THORNBRIDGE AVENUE (MOTORWAY)	BM166
		THORNHILL ROAD	BM165
		VYSE STREET	BM164
		WALSALL ROAD	BM163
		WOODBRIDGE ROAD	BM162
Bishop's Stortford / East Hertfordshire	9018	BISHOP'S STORTFORD	EA072
		BISHOP'S STORTFORD / EAST HERTFORDSHIRE NON-POLICE STATION	EA917
		BUNTINGFORD	EA070
		CHESHUNT (EDMONTON)	EA073
		HERTFORD	EA069
		HODDESDON	EA068
		SAWBRIDGEWORTH	EA071
Bishopsgate	1303	BISHOPSGATE	LN008
		BISHOPSGATE NON-POLICE STATION	LN902
		BTP LIVERPOOL STREET STATION	LN009
		HM CUSTOMS FETTER LANE	LN010
		HM CUSTOMS LOWER THAMES STREET	LN011
		SNOWHILL	LN012
		WOOD STREET	LN013
Blackburn / Accrington / Ribble Valley	6019	ACCRINGTON	MA194
		BLACKBURN	MA191
		BLACKBURN / ACCRINGTON / RIBBLE VALLEY NON-POLICE STATION	MA918
		CHURCH	MA193
		CLITHEROE	MA197
		DARWEN	MA190
		GISBURN	MA195
		GREAT HARWOOD	MA192
		GREENBANK, BLACKBURN	MA198
		LONGRIDGE	MA196
Blackpool	6020	BISPHAM	MA201
		BLACKPOOL CENTRAL	MA200
		BLACKPOOL NON-POLICE STATION	MA919
		BLACKPOOL SOUTH	MA199
		KIRKHAM	MA204
		LYTHAM	MA203
		ST ANNES	MA202

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Bolton	6012	BOLTON (ASTLEY BRIDGE)	MA149
		BOLTON (ST HELENS ROAD)	MA148
		BOLTON CENTRAL	MA147
		BOLTON NON-POLICE STATION	MA911
		BREIGHTMET	MA146
		FARNWORTH	MA145
		HORWICH	MA144
		WESTHOUGHTON	MA143
Bootle & Crosby	5001	BOOTLE & CROSBY NON-POLICE STATION	LV900
		COPY LANE (BOOTLE)	LV005
		CROSBY (ALEXANDER ROAD)	LV004
		FORMBY	LV003
		GLADSTONE DOCK (NOT FOUND)	LV001
		MARSH LANE (BOOTLE)	LV002
		PORT OF LIVERPOOL	LV006
Boston / Bourne / Stamford	8008	BOSTON	NT065
		BOSTON / BOURNE / STAMFORD NON-POLICE STATION	NT907
		BOURNE	NT055
		COLSTERWORTH	NT054
		DONNINGTON	NT063
		HOLBEACH	NT062
		KIRTON	NT061
		SIBSEY	NT060
		SPALDING	NT064
		STAMFORD	NT056
		SWINESHEAD	NT059
		WHAPLODE	NT058
		WRANGLE	NT057
Bournemouth & Christchurch	2008	BOSCOMBE	BR055
		BOURNEMOUTH	BR054
		BOURNEMOUTH & CHRISTCHURCH NON-POLICE STATION	BR907
		CHRISTCHURCH	BR057
		HIGHCLIFFE	BR056
		KINSON	BR053
		WINTON	BR052

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Bradford	1219	BRADFORD EXCHANGE	LS101
		BRADFORD NON-POLICE STATION	LS918
		BRADFORD NORTH / TOLLER LANE	LS096
		BRADFORD SOUTH	LS100
		DUDLEY HILL	LS099
		ECCLESHILL	LS094
		MANNINGHAM	LS098
		ODSAL	LS097
		SHIPLEY	LS095
		TOLLER LANE.	LS102
Braintree	9010	BRAINTREE	EA032
		BRAINTREE NON-POLICE STATION	EA909
		HALSTEAD	EA031
		HEDINGHAM	EA030
		WETHERSFIELD MOD POLICE	EA034
Brecon & Radnor	4004	BRECON	WA013
		BRECON & RADNOR NON-POLICE STATION	WA903
		BUILTH WELLS	WA012
		CRICKHOWELL	WA011
		HAY-ON-WYE	WA010
		LLANDRINDOD WELLS	WA009
Brent	1304	BRENT NON-POLICE STATION	LN903
		BTP WEMBLEY PARK	LN014
		CAREY WAY (WEMBLEY)	LN015
		HARLESDEN	LN016
		KILBURN	LN017
		WEMBLEY	LN018
		WEMBLEY (STADIUM)	LN019
		WILLESDEN GREEN	LN020
Brentford	1305	BRENTFORD	LN021
		BRENTFORD NON-POLICE STATION	LN904
		CHISWICK	LN022
		FELTHAM	LN023
		HOUNSLOW	LN024
		RMP HOUNSLOW CAVALRY	LN025
Brentwood	9009	BRENTWOOD	EA028
		BRENTWOOD NON-POLICE STATION	EA908
Bridport / West Dorset	2010	BRIDPORT / WEST DORSET NON-POLICE STATION	BR909
		BLANDFORD	BR049
		BRIDPORT	BR065
		DORCHESTER	BR066
		LYME REGIS	BR064
		WEYMOUTH	BR067

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Brighton & Hove & Lewes	7013	BRIGHTON	BG064
		BRIGHTON & HOVE & LEWES NON-POLICE STATION	BG913
		BTP BRIGHTON	BG063
		H M CUSTOMS NEWHAVEN	BG069
		HOVE	BG062
		LEWES, UCKFIELD	BG068
		NEWHAVEN	BG067
		NEWHAVEN HARBOUR, B T POLICE (NOT FOUND)	BG066
		SEAFORD	BG065
Bristol	2004	AVONMOUTH	BR032
		BISHOPSWORTH	BR028
		BRISLINGTON	BR033
		BRISTOL CENTRAL (BRIDEWELL)	BR027
		BRISTOL NON-POLICE STATION	BR903
		BROADBURY ROAD	BR026
		CLEVEDON	BR020
		HM CUSTOMS BRISTOL AIRPORT	BR031
		LOCKLEAZE	BR021
		NAILSEA	BR030
		PORTISHEAD	BR029
		REDLAND	BR025
		SOUTHMEAD	BR024
		ST GEORGE	BR023
		TRINITY ROAD	BR022
Bromley	1306	BECKENHAM	LN026
		BIGGIN HILL	LN027
		BROMLEY	LN028
		BROMLEY NON-POLICE STATION	LN905
		CHISLEHURST	LN029
		ORPINGTON	LN030
		PENGE	LN031
		R A F BIGGIN HILL	LN032
		WEST WICKHAM	LN033
Burnley / Rossendale	6018	BACUP	MA184
		BARNOLDSWICK	MA188
		BURNLEY	MA189
		BURNLEY / ROSENDALE NON-POLICE STATION	MA917
		COLNE	MA186
		HASLINGDEN	MA183
		NELSON	MA185
		PADIHAM	MA187
		RAWTENSTALL	MA182

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Bury	6013	BURY	MA154
		BURY NON-POLICE STATION	MA912
		PRESTWICH	MA152
		RADCLIFFE	MA151
		RAMSBOTTOM	MA150
		WHITEFIELD	MA153
Camberwell Green	1307	BRIXTON	LN034
		BTP STOCKWELL STATION (LONDON)	LN035
		CAMBERWELL GREEN NON-POLICE STATION	LN906
		CARTER ST (CLOSED 1/12/93)	LN036
		CLAPHAM	LN037
		EAST DULWICH	LN038
		GYPSY HILL	LN039
		HERNEHILL (FAVERSHAM)	LN040
		SOUTHWARK	LN041
		STREATHAM	LN042
		VAUXHALL	LN067
		CAMBRIDGE	EA010
Cambridge	9003	CAMBRIDGE NON-POLICE STATION	EA902
		SAWSTON	EA011
		CANTERBURY	BG017
Canterbury / Thanet	7006	BROADSTAIRS	BG014
		CANTERBURY / THANET NON-POLICE STATION	BG901
		H M CUSTOMS CANTERBURY	BG018
		MARGATE	BG016
		RAF MANSTON KENT	BG013
		RAMSGATE	BG015
		CANTON	WA095
Cardiff	4019	CARDIFF CENTRAL	WA094
		CARDIFF NON-POLICE STATION	WA918
		CATHAYS	WA093
		DOCKS (BUTE TOWN)	WA085
		ELY, S. WALES	WA092
		FAIRWATER	WA083
		LLANEDYRN	WA091
		LLANISHEN	WA090
		RAILWAY STATION (CENTRAL)	WA084
		ROATH	WA089
		RUMNEY	WA088
		TROWBRIDGE	WA087
		WHITCHURCH, SOUTH WALES	WA086
		CARMARTHEN	WA004
Carmarthen East Dyfed	4002	CARMARTHEN EAST DYFED NON-POLICE STATION	WA901
		NEWCASTLE EMLYN	WA003

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Carrick / Kerrier (Camborne) / Penwith	2021	CAMBORNE	BR175
		CARRICK / KERRIER (CAMBORNE) / PENWITH NON-POLICE STATION	BR920
		FALMOUTH	BR169
		HAYLE (PENZANCE)	BR165
		HELSTON	BR167
		ISLES OF SCILLY (PENZANCE)	BR164
		PENRYN	BR168
		PENZANCE	BR166
		PERRANPORTH	BR178
		RAF ST. MAWGAN	BR173
		REDRUTH (CAMBORNE)	BR174
		ST. AGNES (NEWQUAY)	BR172
		ST. COLUMB (NEWQUAY)	BR171
		ST. IVES (PENZANCE)	BR163
		ST. MAWES (CAMBORNE)	BR176
		TRURO	BR177
Central Dorset	2007	CENTRAL DORSET NON-POLICE STATION	BR906
Central London	1308	BELGRAVIA	LN043
		BTP BAKER STREET	LN044
		BTP PADDINGTON	LN045
		BTP TOTTENHAM COURT ROAD	LN046
		BTP VICTORIA STATION	LN047
		BTP WATERLOO STATION	LN048
		BTP WHITFIELD STREET	LN075
		CENTRAL LONDON NON-POLICE STATION	LN907
		CHARING CROSS(EX BOW ST)	LN049
		CHELSEA	LN050
		EBURY BRIDGE, BTP (LONDON SOUTH HQ)	LN051
		GERALD ROAD	LN052
		HARROW ROAD	LN053
		HM CUSTOMS WATERLOO STATION	LN054
		HORSEFERRY ROAD	LN055
		HYDE PARK	LN056
		KENNINGTON	LN057
		KENSINGTON	LN058
		MARYLEBONE	LN059
		NOTTING DALE	LN060
		NOTTING HILL	LN061
		PADDINGTON GREEN	LN062
		PALACE OF WESTMINSTER	LN063
		RMP ROCHESTER ROW, LONDON	LN064
		ST JOHNS WOOD	LN065

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Central London (contd)		TOTTENHAM COURT ROAD	LN066
		VINE STREET	LN068
		WEST END CENTRAL	LN069
		WHITEHALL	LN070
Chelmsford / Witham	9016	CHELMSFORD	EA062
		CHELMSFORD / WITHAM NON-POLICE STATION	EA915
		MALDON (CHELMSFORD)	EA063
		SOUTH WOODHAM FERRERS	EA064
		SOUTHMINSTER	EA065
		WITHAM	EA033
Cheltenham	2014	CHELTENHAM	BR099
		CHELTENHAM NON-POLICE STATION	BR913
		STOW ON THE WOLD [DESIGNATED]	BR097
		TEWKESBURY	BR098
		WHITTINGTON	BR096
Chester / Vale Royal (Northwich)	6003	BLACON	MA028
		CHESTER / VALE ROYAL (NORTHWICH) NON-POLICE STATION	MA902
		CHESTER, NUNNS ROAD	MA027
		ELLESMORE	MA229
		ELLESMORE PORT (CLOSED)	MA030
		FRODSHAM	MA025
		HOLMES CHAPEL	MA021
		MALPAS	MA031
		NESTON	MA029
		NORTHWICH	MA024
		TARPORLEY	MA023
		WESTERN AREA (BLACON)	MA033
		WHITCHURCH,CHESHIRE	MA026
		WINSFORD	MA022
Chesterfield	8003	BOLSOVER	NT022
		CHESTERFIELD	NT021
		CHESTERFIELD NON-POLICE STATION	NT902
		CLAY CROSS	NT020
		DRONFIELD	NT017
		KILAMARSH	NT016
		SHIREBROOK	NT019
		STAVELEY	NT018
Chichester & District	7014	BOGNOR REGIS	BG073
		CHICHESTER	BG072
		CHICHESTER & DISTRICT NON-POLICE STATION	BG914
		MIDHURST	BG071
		PETWORTH	BG070

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Chippenham / Trowbridge	2012	BRADFORD ON AVON	BR084
		CALNE	BR078
		CHIPPENHAM	BR077
		CHIPPENHAM / TROWBRIDGE NON-POLICE STATION	BR911
		CORSHAM	BR076
		DEVIZES	BR083
		LUDGERSHALL	BR086
		MALMESBURY	BR075
		MELKSHAM	BR082
		PEWSEY	BR085
		RMP UPAVON	BR079
		TIDWORTH	BR074
		TROWBRIDGE(WILTSHIRE)	BR087
		WARMINSTER	BR081
		WESTBURY	BR080
Chorley / Ormskirk / South Ribble & Leyland	6023	ADLINGTON	MA215
		AUGHTON	MA220
		BAMBERBRIDGE	MA222
		BURSCOUGH	MA219
		CHORLEY	MA216
		CHORLEY / ORMSKIRK / SOUTH RIBBLE & LEYLAND NON-POLICE STATION	MA922
		COPPULL	MA214
		LEYLAND	MA223
		ORMSKIRK	MA218
		PENWORTHAM	MA221
		SKELMERSDALE	MA217
		WHEELTON	MA213
Clacton & Harwich / Colchester	9011	BRIGHTLINGSEA	EA146
		CLACTON	EA037
		CLACTON & HARWICH / COLCHESTER NON-POLICE STATION	EA910
		COLCHESTER	EA036
		COPFORD	EA042
		HARWICH	EA039
		PARKESTON QUAY	EA038
		RMP COLCHESTER GARRISON	EA035
		WALTON	EA041
		WEST MERSEA	EA040

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Clerkenwell/Hampstead	1309	ALBANY STREET	LN071
		BTP EUSTON	LN072
		BTP KINGS CROSS	LN073
		BTP ST PANCRAS	LN074
		CLERKENWELL / HAMPSTEAD NON-POLICE STATION	LN908
		HAMPSTEAD	LN076
		HM CUSTOMS WOBURN PLACE	LN077
		HOLBORN	LN078
		KENTISH TOWN	LN079
		TAVISTOCK PLACE BTP (NOT FOUND)	LN080
Colwyn Bay	4012	WEST HAMPSTEAD	LN081
		ABERGELE	WA056
		COLWYN BAY	WA055
		COLWYN BAY NON-POLICE STATION	WA911
		CONWY	WA054
		LLANDUDNO	WA053
Corby (Kettering) / Wellingborough	8016	LLANWRST	WA052
		CORBY	NT112
		CORBY (KETTERING) / WELLINGBOROUGH NON-POLICE STATION	NT915
		KETTERING	NT113
		RUSHDEN,KETTERING	NT114
Coventry	3016	WELLINGBOROUGH	NT115
		CHACE AVENUE	BM205
		COVENTRY BTP	BM207
		COVENTRY NON-POLICE STATION	BM915
		FLETCHAMSTEAD HIGHWAY	BM208
		HM CUSTOMS COVENTRY	BM206
		LITTLE PARK STREET	BM210
Crawley / Horsham	7015	STONEY STANTON ROAD	BM209
		BTP GATWICK AIRPORT	BG078
		BURGESS HILL	BG080
		CRAWLEY	BG075
		CRAWLEY / HORSHAM NON-POLICE STATION	BG915
		EAST GRINSTEAD	BG081
		GATWICK	BG074
		H M CUSTOMS GATWICK AIRPORT	BG077
		HAYWARDS HEATH	BG079
		HORSHAM	BG076

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Crewe & Nantwich / Sandbach & Congleton / Macclesfield	6001	ALSAGER	MA007
		CONGLETON	MA010
		CONGLETON, MACCLESFIELD	MA006
		CREWE	MA009
		CREWE & NANTWICH / SANDBACH & CONGLETON / MACCLESFIELD NON-POLICE STATION	MA900
		EASTERN AREA (MIDDLEWICH)	MA032
		KNUTSFORD	MA005
		M6 MOTORWAY POST (KNUTSFORD)	MA004
		MACCLESFIELD	MA003
		MIDDLEWICH	MA020
		NANTWICH	MA008
		POYNTON	MA001
		RMP DONNINGTON	MA012
		SANDBACH	MA011
		WILMSLOW	MA002
		AYLSHAM	EA106
		AYLSHAM PIC	EA931
		CROMER	EA089
Cromer & North Walsham	9022	CROMER & NORTH WALSHAM NON-POLICE STATION	EA921
		HOLT	EA088
		NORTH WALSHAM	EA091
		RAF COLTISHALL	EA092
		SHERINGHAM	EA087
		STALHAM	EA090
		ADDINGTON	LN082
		CROYDON	LN083
		CROYDON NON-POLICE STATION	LN909
Croydon	1310	KENLEY	LN084
		NORBURY	LN085
		SOUTH NORWOOD	LN086
		ABERCYNON	WA105
		ABERDARE	WA104
		CWMBACH	WA103
Cynon Valley	4021	CYNON VALLEY NON-POLICE STATION	WA920
		MOUNTAIN ASH	WA102
		TRECYNON	WA101
		BERKHAMSTED	EA067
		DACORUM (HEMEL HEMPSTEAD) NON-POLICE STATION	EA916
		HEMEL HEMPSTEAD	EA066
Dacorum (Hemel Hempstead)	9017	TRING	EA149

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Darlington	1003	DARLINGTON	NE010
		DARLINGTON NON-POLICE STATION	NE902
		DARLINGTON RAIL STATION, BTP	NE011
		TEESIDE AIRPORT	NE012
Dartford & Gravesend	7001	BLUEWATER SHOPPING CENTRE	BG019
		DARTFORD	BG023
		DARTFORD & GRAVESEND NON-POLICE STATION	BG902
		GRAVESEND	BG022
		H M CUSTOMS GRAVESEND	BG020
		NORTH KENT	BG919
		SWANLEY	BG021
Denbighshire	4013	DENBIGH	WA060
		DENBIGHSHIRE NON-POLICE STATION	WA912
		RHYL	WA059
		RUTHIN	WA058
		ST ASAPH	WA057
		ST ASAPH CUSTODY SUITE	WA061
Derby / Swadlincote	8004	CHADDESDEN	NT025
		COTTON LANE	NT028
		DERBY / SWADLINCOTE NON-POLICE STATION	NT903
		DERBY CENTRAL (NOT FOUND)	NT027
		FULL STREET (STATION CLOSED)	NT026
		LITTLEOVER	NT030
		PEARTREE	NT024
		ST MARY'S WHARF (DERBY)	NT029
		ST. MARY'S GATE	NT023
		SWADLINCOTE	NT032
Dereham	9027	ATTLEBOROUGH	EA105
		DEREHAM	EA115
		DEREHAM NON-POLICE STATION	EA926
		WYMONDHAM	EA114
Derwentside	1006	CONSETT	NE021
		DERWENTSIDE NON-POLICE STATION	NE905
		STANLEY	NE020
Dewsbury	1218	BATLEY	LS093
		DEWSBURY	LS092
		DEWSBURY NON-POLICE STATION	LS917
		HECKMONDWIKE	LS091

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Diss / Thetford	9026	DISS	EA113
		DISS / THETFORD NON-POLICE STATION	EA925
		EYE	EA132
		HARLESTON	EA112
		THETFORD	EA111
Dolgellau Travel time may be payable in addition to the Fixed Fee (or Escape Case Fee) for attendances at the police stations listed against this police station scheme – see Annex A1.	4014	DOLGELLAU	WA062
		DOLGELLAU NON-POLICE STATION	WA913
Doncaster	1213	ADWICK	LS062
		ARMTHORPE	LS066
		ASKERN	LS061
		CONISBOROUGH	LS060
		DONCASTER	LS065
		DONCASTER NON-POLICE STATION	LS912
		EDLINGTON	LS057
		MEXBOROUGH	LS064
		ROSSINGTON	LS059
		STAINFORTH	LS058
		THORNE	LS063
Dudley & Halesowen	3012	BRIERLEY HILL	BM153
		DUDLEY	BM152
		DUDLEY & HALESOWEN NON-POLICE STATION	BM911
		HALESOWEN	BM149
		HM CUSTOMS DUDLEY	BM225
		KINGSWINFORD	BM151
		SEDGELEY	BM150
		STOURBRIDGE	BM148
Durham	1005	CHESTER LE STREET	NE019
		DURHAM	NE018
		DURHAM NON-POLICE STATION	NE904
Ealing	1311	ACTON	LN087
		EALING	LN088
		EALING NON-POLICE STATION	LN910
		SOUTHALL	LN089
Easington	1007	EASINGTON	NE024
		EASINGTON NON-POLICE STATION	NE906
		PETERLEE	NE023
		SEAHAM	NE022

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
East Cornwall	2020	BODMIN	BR160
		BUDE	BR154
		CALLINGTON	BR153
		CAMELFORD	BR156
		EAST CORNWALL NON-POLICE STATION	BR919
		FOWEY	BR150
		GUNNISLAKE	BR152
		H M S RALEIGH	BR161
		KINGSAND	BR147
		LAUNCESTON	BR159
		LISKEARD	BR158
		LOOE	BR148
		LOSTWITHIEL	BR151
		MEVAGISSEY	BR149
		NEWQUAY	BR170
		SALTASH	BR162
		ST AUSTELL	BR157
		TORPOINT	BR146
		WADEBRIDGE	BR155
East Derbyshire (Ripley) / Ilkeston	8001	ALFRETON	NT005
		ALFRETON - HALL STREET	NT008
		BELPER	NT007
		BUTTERLEY	NT006
		EAST DERBYSHIRE (RIPLEY) / ILKESTON NON-POLICE STATION	NT900
		HEANOR	NT004
		ILKESTON	NT002
		LONG EATON	NT001
		RIPLEY - DIVISIONAL HQ	NT003
East Gwent	4008	ABERGAVENNY	WA033
		CALDICOT	WA032
		CHEPSTOW	WA031
		CWMBRAN	WA030
		EAST GWENT NON-POLICE STATION	WA907
		MONMOUTH	WA029
		PONTYPOOL	WA028
Eastbourne	7018	CROWBOROUGH	BG082
		EASTBOURNE	BG084
		EASTBOURNE NON-POLICE STATION	BG916
		HAILSHAM	BG083
		UCKFIELD	BG085
Ely	9004	ELY NON-POLICE STATION	EA903
		ELY, CAMBS	EA012

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Enfield	1312	EDMONTON	LN090
		ENFIELD	LN091
		ENFIELD NON-POLICE STATION	LN911
		PONDERS END	LN092
		SOUTHGATE	LN093
		WINCHMORE HILL	LN094
Epsom	7011	EPSOM	BG042
		EPSOM NON-POLICE STATION	BG908
		WALTON ON THAMES	BG043
Exeter	2018	AXMINSTER	BR130
		BEER (EXETER)	BR121
		COLYTON (EXMOUTH)	BR120
		CREDITON	BR129
		CULLOMPTON	BR128
		EXETER	BR127
		EXETER NON-POLICE STATION	BR917
		EXMOUTH	BR126
		HONITON	BR125
		ROYAL MARINE POLICE, LYMPSTONE	BR131
		SEATON	BR124
		SIDMOUTH	BR123
		TIVERTON	BR122
		CAPEL ST MARY	EA127
Felixstowe / Ipswich & District / Woodbridge	9029	FELIXSTOWE	EA126
		FELIXSTOWE / IPSWICH & DISTRICT / WOODBRIDGE NON- POLICE STATION	EA928
		HM CUSTOMS FELIXSTOWE	EA125
		IPSWICH	EA124
		WOODBRIDGE	EA123
		CLEVELEYS	MA208
Fleetwood	6021	FLEETWOOD	MA207
		FLEETWOOD NON-POLICE STATION	MA920
		POULTON-LE-FYLDE	MA206
		THORNTON	MA205
		FELLING	NE040
Gateshead	1010	GATESHEAD	NE039
		GATESHEAD NON-POLICE STATION	NE909
		WHICKHAM	NE038
		CINDERFORD	BR102
Gloucester	2015	COLEFORD	BR101
		GLoucester central	BR100
		GLoucester non-police station	BR914

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Goole	1205	GOOLE	LS024
		GOOLE NON-POLICE STATION	LS904
Gosport & Fareham	1144	FAREHAM	RD101
		GOSPORT	RD100
		GOSPORT & FAREHAM NON-POLICE STATION	RD913
		H M S SULTAN	RD098
		PARKGATE	RD099
Grantham & Sleaford	8011	GRANTHAM	NT080
		GRANTHAM & SLEAFORD NON-POLICE STATION	NT910
		HECKINGTON	NT078
		LONG BENNINGTON	NT079
		RAF CRANWELL	NT082
		SLEAFORD	NT077
Grays	9012	CORRINGHAM	EA046
		GRAYS NON-POLICE STATION	EA911
		GRAYS THURROCK	EA045
		SOUTH OCKENDON	EA044
		TILBURY	EA043
Great Yarmouth	9023	ACLE	EA097
		CAISTER ON SEA	EA096
		GORLESTON ON SEA	EA095
		GREAT YARMOUTH	EA094
		GREAT YARMOUTH NON-POLICE STATION	EA922
		HM CUSTOMS GREAT YARMOUTH	EA093
Greenwich/Woolwich	1313	BROCKLEY	LN095
		CATFORD	LN096
		DEPTFORD	LN097
		ELTHAM	LN098
		GREENWICH	LN099
		GREENWICH / WOOLWICH NON-POLICE STATION	LN912
		LEE ROAD	LN100
		LEWISHAM	LN101
		PLUMSTEAD	LN102
		SHOOTERS HILL	LN103
		SYDENHAM	LN104
		THAMESMEAD	LN105
		WESTCOMBE PARK	LN106
		WOOLWICH	LN107
Grimsby & Cleethorpes	1201	CLEETHORPES	LS003
		GRIMSBY	LS002
		GRIMSBY & CLEETHORPES NON-POLICE STATION	LS900
		IMMINGHAM	LS001

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Guildford & Farnham	7008	FARNHAM	BG045
		GODALMING	BG048
		GUILDFORD	BG047
		GUILDFORD & FARNHAM NON-POLICE STATION	BG909
		GUILDFORD B T P	BG046
		HASLEMERE	BG044
Halifax	1216	BRIGHOUSE	LS088
		HALIFAX	LS087
		HALIFAX NON-POLICE STATION	LS915
		HEBDEN BRIDGE	LS086
		SOWERBY BRIDGE	LS085
		TODMORDEN	LS084
Haringey	1314	HARINGEY NON-POLICE STATION	LN913
		HIGHGATE	LN108
		HORNSEY	LN109
		MUSWELL HILL	LN110
		ST. ANN'S ROAD	LN111
		TOTTENHAM	LN112
Harlow & Loughton	9013	WOOD GREEN	LN113
		CHIGWELL	EA051
		EPPING	EA048
		HARLOW	EA047
		HARLOW & LOUGHTON NON-POLICE STATION	EA912
		LOUGHTON	EA050
Harrogate & Ripon	1207	ONGAR	EA049
		BOROUGHBRIDGE	LS035
		HARROGATE	LS037
		HARROGATE & RIPON NON-POLICE STATION	LS906
		KNARESBOROUGH	LS036
		PATELEY BRIDGE	LS034
Harrow	1315	RIPON	LS033
		EDGWARE	LN114
		HARROW	LN115
		HARROW NON-POLICE STATION	LN914
Hartlepool	1001	PINNER	LN116
		HARTLEPOOL	NE001
		HARTLEPOOL NON-POLICE STATION	NE900
Hastings	7016	BEXHILL	BG087
		HASTINGS	BG086
		HASTINGS NON-POLICE STATION	BG917

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Havering	1316	COLLIER ROW	LN117
		HAROLD HILL	LN118
		HAVERING NON-POLICE STATION	LN915
		HORNCHURCH	LN119
		RAINHAM	LN120
		RAINHAM ID SUITE	LN121
		ROMFORD	LN122
Heathrow	1317	BTP HEATHROW	LN204
		HEATHROW NON-POLICE STATION	LN931
		HM CUSTOMS HEATHROW TERMS 1-4	LN206
Hendon/Barnet	1318	BARNET	LN123
		COLINDALE	LN124
		FINCHLEY	LN125
		GOLDERS GREEN	LN126
		HENDON	LN127
		HENDON / BARNET NON-POLICE STATION	LN916
		MILL HILL	LN128
		WEST HENDON	LN129
		WHETSTONE (BARNET)	LN130
Hereford / Leominster	3005	BREDWARDINE	BM228
		BROMYARD	BM067
		CHURCH STRETTON	BM063
		CHURCH STRETTON (LEOMINSTER)	BM069
		CLEOBURY MORTIMER	BM076
		CRAVEN ARMS (LEOMINSTER)	BM068
		DORE	BM226
		HEREFORD	BM074
		HEREFORD / LEOMINSTER NON-POLICE STATION	BM904
		HM CUSTOMS HEREFORD	BM073
		KINGSTONE	BM072
		KINGTON	BM071
		LEDBURY	BM130
		LEOMINSTER	BM066
		MADLEY	BM227
		PETERCHURCH	BM070
		ROSS ON WYE	BM075
		ST. WEONARDS	BM077
		TENBURY WELLS	BM065

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
High Wycombe & Amersham	1133	AMERSHAM	RD012
		CHESHAM	RD011
		GERRARDS CROSS	RD010
		HIGH WYCOMBE	RD015
		HIGH WYCOMBE & AMERSHAM NON-POLICE STATION	RD902
		MARLOW	RD014
		RAF WALTERS ASH STRIKE CMAND	RD013
Highbury Corner	1319	B T P FINSBURY PARK	LN131
		CALEDONIAN ROAD	LN132
		HIGHBURY CORNER NON-POLICE STATION	LN917
		HIGHBURY VALE	LN133
		HOLLOWAY	LN134
		ISLINGTON (TOLPUDDLE STREET)	LN135
Hinckley / Market Harborough	8007	HINCKLEY	NT052
		HINCKLEY / MARKET HARBOROUGH NON-POLICE STATION	NT906
		LUTTERWORTH	NT051
		MARKET BOSWORTH	NT050
		MARKET HARBOROUGH	NT053
Huddersfield	1217	HOLMFIRTH	LS090
		HUDDERSFIELD	LS089
		HUDDERSFIELD NON-POLICE STATION	LS916
Hull	1203	BRANSHOLME	LS015
		BTP HULL RAILWAY STATION	LS008
		HESSLE	LS013
		HM CUSTOMS KING GEORGE DOCKS	LS014
		HULL CENTRAL	LS012
		HULL NON-POLICE STATION	LS902
		KINGSTON-UPON-HULL	LS011
		PRIORY ROAD	LS022
		TOWER GRANGE	LS010
		WITHERNSEA	LS009
Huntingdon	9005	HUNTINGDON	EA017
		HUNTINGDON NON-POLICE STATION	EA904
		RAF WYTON	EA016
		RAMSEY	EA015
		ST IVES	EA014
		ST NEOTS	EA013

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Isle Of Wight Travel time may be payable in addition to the Fixed Fee (or Escape Case Fee) for attendances at the police stations listed against this police station scheme – see Annex A1.	1142	COWES	RD069
		ISLE OF WIGHT NON-POLICE STATION	RD910
		NEWPORT	RD068
		RYDE	RD067
		VENTNOR	RD070
		YARMOUTH	RD066
Keighley & Bingley	1220	BINGLEY	LS105
		ILKLEY	LS104
		KEIGHLEY	LS103
		KEIGHLEY & BINGLEY NON-POLICE STATION	LS919
		POTTINGLEY (NOT FOUND)	LS106
Kendal & Windermere	6005	AMBLESIDE	MA051
		BURNSIDE	MA047
		BURTON IN KENDAL	MA046
		CARTMEL	MA045
		KENDAL	MA050
		KENDAL & WINDERMERE NON-POLICE STATION	MA904
		LINDALE	MA044
		MILNTHORPE	MA049
		SEDBERGH	MA043
		TEBAY	MA042
		WINDERMERE	MA048

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Kidderminster / Redditch	3006	ALVECHURCH	BM083
		ASTLEY	BM102
		ASTWOOD BANK	BM266
		BARNT GREEN	BM267
		BEWDLEY	BM091
		BROMSGROVE	BM087
		BURLISH	BM232
		CHADDESLEY	BM234
		CLIFTON-ON-TEME	BM236
		CORBETT	BM235
		CRABBS CROSS	BM094
		FRANKLEY	BM196
		GREAT WITLEY	BM093
		HAGLEY	BM088
		HARTLEBURY	BM237
		HEADLESS CROSS	BM095
		HOPWOOD	BM082
		INKBERROW	BM081
		KIDDERMINSTER	BM090
		KIDDERMINSTER / REDDITCH NON-POLICE STATION	BM905
		MARTLEY	BM231
		REDDITCH	BM080
		ROCK	BM230
		ROMSLEY	BM086
		RUBERY	BM085
		STOKE WORKS	BM084
		STOURPORT ON SEVERN	BM089
		WINYATES	BM096
		WOLVERLY	BM233
		WYTHALL	BM079
Kings Lynn & West Norfolk	9024	DERSINGHAM	EA154
		DOWNHAM MARKET	EA104
		FAKENHAM	EA103
		HUNTSTANTON	EA102
		KINGS LYNN	EA101
		KINGS LYNN & WEST NORFOLK NON-POLICE STATION	EA923
		RAF MARHAM	EA100
		SWAFFHAM	EA098
		WELLS NEXT THE SEA, NORFOLK	EA099

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Kingston-Upon-Thames	1320	COBHAM	LN136
		EAST MOLESEY	LN137
		ESHER	LN138
		KINGSTON	LN139
		KINGSTON-UPON-THAMES NON-POLICE STATION	LN918
		NEW MALDEN	LN140
		SURBITON	LN141
Knowsley	5005	HALEWOOD	LV010
		HYTON	LV009
		KIRKBY	LV008
		KNOWSLEY NON-POLICE STATION	LV901
		PREScot	LV007
Lancaster	6022	HEYSHAM	MA209
		LANCASTER	MA211
		LANCASTER NON-POLICE STATION	MA921
		MORECAMBE	MA210

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Leamington / Nuneaton / Rugby	3004	ALCESTER (CLOSED)	BM059
		ALDERMINSTER	BM251
		ATHERSTONE	BM051
		BAGINTON	BM044
		BARFORD	BM245
		BEDWORTH	BM042
		BIDFORD-ON-AVON	BM254
		BISHOPS ITCHINGTON	BM045
		BRAILES	BM253
		CLAVERDON	BM238
		COLESHILL	BM060
		ETTINGTON	BM250
		GAYDON	BM244
		GREAT ALNE	BM053
		HARBURY	BM243
		HATTON	BM242
		HENLEY IN ARDEN	BM058
		HM CUSTOMS COVENTRY AIRPORT	BM043
		ILMINGTON	BM054
		KENILWORTH	BM050
		KINETON	BM047
		LEAMINGTON / NUNEATON / RUGBY NON-POLICE STATION	BM903
		LEAMINGTON SPA	BM049
		LONG COMPTON	BM052
		LONG ITCHINGTON	BM241
		LONG MARSTON	BM249
		MIDDLE TYSOE	BM255
		NUNEATON	BM041
		RAF FARNBOROUGH (CLOSED)	BM061
		RUGBY	BM040
		SHIPSTON ON STOUR	BM057
		SNITTERFIELD	BM055
		SOUTHAM	BM039
		STOCKINGFORD	BM062
		STOCKTON	BM037
		STONELEIGH	BM240
		STRATFORD-UPON-AVON	BM056
		STUDLEY	BM248
		TANWORTH IN ARDEN	BM252
		TREDINGTON	BM247
		WARWICK	BM048
		WELLESBOURNE	BM239
		WESTON UNDER WETHERLEY	BM046
		WOLSTON	BM038
		WOTTON WAWEN	BM246

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Leeds	1221	BTP LEEDS RAILWAY STATION	LS113
		CENTRAL BRIDEWELL,LEEDS	LS120
		CHAPELTOWN	LS119
		HM CUSTOMS LEEDS	LS117
		HOLBECK	LS115
		HORSFORTH	LS114
		KILLINGBECK (GIPTON)	LS118
		LEEDS NON-POLICE STATION	LS920
		MILLGARTH (ID ALSO TO BE USED FOR ITS REPLACEMENT, ELLAND ROAD POLICE STATION)	LS112
		MORLEY	LS111
		OTLEY	LS110
		PUDSEY	LS109
		ROTHWELL	LS116
		WEETWOOD	LS108
		WETHERBY	LS107
Leicester	8006	BEAUMONT LEYES	NT039
		BRAUNSTONE	NT040
		CHARLES STREET	NT043
		EUSTON STREET (LEICESTER)	NT049
		HAMILTON	NT041
		LEICESTER NON-POLICE STATION	NT905
		MANSFIELD HOUSE	NT047
		OAKHAM (SYSTON)	NT044
		SPINNEY HILL	NT048
		SYSTON	NT045
		WELFORD ROAD (LEICESTER)	NT046
		WIGSTON	NT042
		ALREWAS	BM033
		BARTON-UNDER-NEEDWOOD	BM031
		BURTON-UPON-TRENT	BM030
Lichfield & Tamworth / Burton Upon Trent / Uttoxeter	3003	CHASETOWN	BM034
		LICHFIELD	BM036
		LICHFIELD & TAMWORTH / BURTON-UPON-TRENT / UTTOXETER NON-POLICE STATION	BM902
		SHENSTONE	BM221
		TAMWORTH	BM035
		UTTOXETER	BM032
		CAISTOR	NT075
		GAINSBOROUGH	NT074
		LINCOLN	NT072
		LINCOLN / GAINSBOROUGH NON-POLICE STATION	NT909
Lincoln / Gainsborough	8010	MARKET RASEN	NT073
		RAF DIGBY	NT122
		RAF SCAMPTON	NT076
		RAF WADDINGTON	NT081

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Liverpool	5003	ADMIRAL STREET	LV026
		ALLERTON	LV025
		BELLE VALE	LV024
		BTP LIME STREET RAIL STATION (LIVER)	LV012
		COPPERAS HILL	LV023
		EATON ROAD	LV022
		FARNWORTH ST. (EATON ROAD)	LV027
		GARSTON	LV021
		HM CUSTOMS SANDON HOUSE (LIVER)	LV011
		LIVERPOOL NON-POLICE STATION	LV902
		LOWER LANE	LV020
		MAIN BRIDEWELL	LV019
		SPEKE	LV018
		ST ANNE STREET	LV017
		STANLEY ROAD	LV016
		TUEBROOK	LV015
		WALTON LANE	LV014
		WAVERTREE ROAD	LV013
Llanelli These Police Station ID codes must be used for Matters starting before 16/11/2023 and on or after 06/12/2024 in the Llanelli Police Station Scheme.	4003	BURRYPORt	WA008
		CROSSHANDS	WA007
		KIDWELLY	WA006
		LLANELLI	WA005
		LLANELLI NON-POLICE STATION	WA902
Llanelli Police Station ID code WA900 (Amman Valley Non-Police Station) should be used for Matters starting between 16/11/2023 and 05/12/2024 in the Llanelli Police Station Scheme. The Fixed Fee for the Llanelli Police Station Scheme (4003) is the same as the Fixed Fee for the Amman Valley Police Station Scheme (4001) in this period. Using WA900 for the Llanelli Police Station Scheme in this period will enable correct Fixed Fee to be paid.	4003	BURRYPORt	WA900
		CROSSHANDS	WA900
		KIDWELLY	WA900
		LLANELLI	WA900
		LLANELLI NON-POLICE STATION	WA900
Lower Rhymney Valley / North Bedwellty / South Bedwellty	4010	ABERTILLERY	WA047
		BARGOED	WA044
		BEDWAS	WA043
		BLACKWOOD	WA039
		BLACKWOOD, SOUTH BEDWELLTY(NOT FOUND)	WA046
		BRYNMAWR	WA038
		CAERPHILLY	WA042
		EBBW VALE	WA037
		LOWER RHYMNEY VALLEY / NORTH BEDWELLTY / SOUTH BEDWELLTY NON-POLICE STATION	WA909
		RHYMNEY	WA041
		RISCA	WA045

		TREDEGAR	WA036
		YSTRAD MYNACH	WA040

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Lowestoft / Beccles & Halesworth / Aldeburgh	9028	BECCLES	EA119
		BUNGAY	EA118
		HALESWORTH	EA117
		LEISTON	EA121
		LOWESTOFT	EA120
		LOWESTOFT / BECCLES & HALESWORTH / ALDEBURGH NON-POLICE STATION	EA927
		SAXMUNDHAM	EA122
		SOUTHWOLD	EA116
Luton	9002	DUNSTABLE	EA009
		H M CUSTOMS, LUTON (NOT FOUND)	EA007
		HM CUSTOMS LUTON AIRPORT	EA008
		LEIGHTON BUZZARD (DUNSTABLE)	EA003
		LUTON	EA006
		LUTON AIRPORT	EA005
		LUTON NON-POLICE STATION	EA901
		RAF STANBRIDGE	EA004
Maidstone & West Malling	7005	BOUGHTON	BG026
		MAIDSTONE	BG025
		MAIDSTONE & WEST MALLING NON-POLICE STATION	BG903
		WEST MALLING	BG024
Malton & Rydale	1210	HELMSLEY	LS045
		MALTON	LS044
		MALTON & RYDALE NON-POLICE STATION	LS909
		PICKERING	LS043

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Manchester	6008	BOOTLE ST.	MA118
		BTP PICADILLY STATION, MANCHESTER	MA106
		CHEETHAM HILL	MA117
		CHORLTON	MA105
		COLLYHURST	MA116
		DIDSBURY	MA115
		ELIZABETH SLINGER	MA120
		GARTSIDE STREET	MA121
		GORTON	MA114
		GREENHEYS.	MA113
		GREYMARE LANE	MA112
		HALL LANE	MA111
		HARPURHEY	MA104
		HM CUSTOMS MANCHESTER AIRPORT	MA107
		LEVENSHULME	MA110
		LONGSIGHT	MA109
		MANCHESTER NON-POLICE STATION	MA907
		NEWTON HEATH / ANCOATS	MA108
		NEWTON ST	MA103
		PENDLETON	MA142
		PLANT HILL RD.	MA102
		WYTHENSHAWE.	MA119
Mansfield	8012	MANSFIELD	NT086
		MANSFIELD NON-POLICE STATION	NT911
		RAVENSHEAD	NT083
		SELSTON	NT084
		SUTTON-IN-ASHFIELD	NT085
March & Wisbech	9006	MARCH	EA019
		CHATTERIS	EA145
		MARCH & WISBECH NON-POLICE STATION	EA905
		WHITTLESEY	EA018
		WISBECH	EA020
Medway	7003	BTP CHATHAM RAILWAY STATION	BG029
		CHATHAM	BG030
		GILLINGHAM, KENT	BG028
		MEDWAY NON-POLICE STATION	BG904
		ROCHESTER	BG027

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Mendip & South Somerset	2003	CHARD	BR017
		CREWKERNE	BR016
		FROME	BR012
		ILMINSTER	BR015
		MENDIP & SOUTH SOMERSET NON-POLICE STATION	BR922
		RNAS YEOVILTON	BR018
		SHEPTON MALLET	BR011
		SOMERTON	BR014
		WELLS, AVON & SOMERSET	BR010
		WINCANTON	BR013
Merthyr Tydfil	4023	YEOVIL	BR019
		DOWLAIIS	WA117
		MERTHYR TYDFIL	WA116
		MERTHYR TYDFIL NON-POLICE STATION	WA922
Mid Glamorgan & Miskin	4022	TREHARRIS	WA115
		FERNDALE	WA114
		LLANTRISANT	WA113
		MID GLAMORGAN NON-POLICE STATION	WA921
		PONTYPRIDD	WA112
		PORTH	WA111
		TAFFS WELL	WA110
		TALBOT GREEN	WA106
		TON PENTRE	WA109
		TONYPANDY	WA108
Mid Wales	4005	TONYREFAIL	WA107
		LLANIDLOES (NEWTOWN)	WA014
		MID WALES NON-POLICE STATION	WA904
		NEWTOWN	WA016
Milton Keynes	1134	WELSHPOOL	WA015
		BLETCHLEY	RD016
		BUCKINGHAM	RD019
		CENTRAL MILTON KEYNES	RD018
		MILTON KEYNES NON-POLICE STATION	RD903
Mold & Hawarden	4015	NEWPORT PAGNELL	RD017
		BUCKLEY	WA065
		CAERGWRLE	WA064
		DEESIDE	WA070
		FLINT	WA069
		HAWARDEN	WA066
		HOLYWELL	WA068
		MOLD	WA067
		MOLD & HAWARDEN NON-POLICE STATION	WA914
		SALTNEY	WA063

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Neath	4026	NEATH	WA128
		NEATH NON-POLICE STATION	WA925
		SEVEN SISTERS	WA127
		SKEWEN	WA126
		YSTRAD GYNLAIS	WA125
Newark Travel time may be payable in addition to the Fixed Fee (or Escape Case Fee) for attendances at the police stations listed against this police station scheme – see Annex A1.	8013	CAYTHORPE	NT087
		NEWARK	NT088
		NEWARK NON-POLICE STATION	NT912
Newcastle & Ogmore	4025	ABERKENFIG	WA124
		BRIDGEND	WA123
		MAESTEG	WA122
		NEWCASTLE & OGMORE NON-POLICE STATION	WA924
		OGMORE VALE	WA121
		PORTHCAWL	WA120
Newcastle upon Tyne	1009	B.T.P. NEVILLE ST NEWCASTLE	NE031
		NEWBURN (CLOSED)	NE035
		NEWCASTLE AIRPORT / HM CUSTOMS	NE037
		NEWCASTLE CENTRAL	NE034
		NEWCASTLE EAST	NE033
		NEWCASTLE NORTH, ETAL LANE (GOSFORTH)	NE036
		NEWCASTLE WEST (WESTGATE ROAD)	NE032
		NEWCASTLE-UPON-TYNE NON-POLICE STATION	NE908
Newham	1321	EAST HAM	LN142
		FOREST GATE	LN143
		NEWHAM NON-POLICE STATION	LN919
		NORTH WOOLWICH	LN144
		PLAISTOW	LN145
		STRATFORD POLICE STATION (WEST HAM)	LN147
		THE CITY AIRPORT	LN146
Newport	4009	MAINDEE	WA035
		NEWPORT CENTRAL	WA034
		NEWPORT NON-POLICE STATION	WA908
North Anglesey	4016	ALMWCH	WA073
		HOLYHEAD	WA072
		LLANGEFNI	WA071
		NORTH ANGLESEY NON-POLICE STATION	WA915

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
North Ceredigion / South Ceredigion	4006	ABERAERON ABERYSTWYTH CARDIGAN MACHYNLETH NORTH CEREDIGION / SOUTH CEREDIGION NON-POLICE STATION	WA019 WA018 WA020 WA017 WA905
North Tyneside	1011	FOREST HALL NORTH SHIELDS NORTH TYNESIDE NON-POLICE STATION WALLSEND WHITLEY BAY	NE044 NE043 NE910 NE042 NE041
North West Surrey (Woking)	7009	ADDLESTONE CAMBERLEY EGHAM NORTH WEST SURREY (WOKING) NON-POLICE STATION WOKING	BG050 BG049 BG052 BG910 BG051
Northallerton & Richmond	1206	CATTERICK CATTERICK GARRISON LEYBURN NORTHALLERTON NORTHALLERTON & RICHMOND NON-POLICE STATION RAF LEEMING RICHMOND (N. YORKS) STOKESLEY THIRSK	LS027 LS026 LS029 LS030 LS905 LS032 LS031 LS025 LS028
Northampton	8017	BRACKLEY DAVENTRY HM CUSTOMS, NORTHAMPTON NORTHAMPTON (CAMPBELL SQUARE) NORTHAMPTON NON-POLICE STATION TOWCESTER WESTON FAVELL	NT118 NT120 NT121 NT117 NT916 NT119 NT116
Norwich & District	9025	HM CUSTOMS NORWICH AIRPORT LODDON LONG STRATTON NORWICH NORWICH & DISTRICT NON-POLICE STATION REEPHAM WYMONDHAM PIC	EA110 EA108 EA107 EA109 EA924 EA155 EA930

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Nottingham	8014	ARNOLD (HIGH STREET)	NT106
		BEESTON	NT105
		BESTWOOD PARK	NT104
		BINGHAM	NT107
		BRIDEWELL (ID ALSO TO BE USED FOR ITS REPLACEMENT, NOTTINGHAM CUSTODY SUITE)	NT090
		BROXTOWE	NT103
		BULWELL	NT102
		CANNING CIRCUS	NT101
		CARLTON	NT031
		CLIFTON	NT100
		EASTWOOD	NT099
		HUCKNALL	NT098
		KIMBERLEY	NT097
		NOTTINGHAM CENTRAL	NT096
		NOTTINGHAM NON-POLICE STATION	NT913
		OXCLOSE LANE	NT089
		RADFORD ROAD	NT095
		SHERWOOD LODGE	NT094
		ST ANNS	NT093
		STATION STREET	NT092
		WEST BRIDGFORD	NT091
Old Street	1322	DALSTON, LONDON	LN148
		HACKNEY	LN149
		OLD STREET NON-POLICE STATION	LN920
		SHOREDITCH (CITY ROAD)	LN150
		STOKE NEWINGTON	LN151
Oldham	6017	CHADDERTON	MA181
		FAILSWORTH	MA180
		OLDHAM	MA179
		OLDHAM NON-POLICE STATION	MA916
		ROYTON	MA178
		SHAW	MA177
		UPPERMILL	MA176
Oxford	1136	COWLEY	RD025
		OXFORD NON-POLICE STATION	RD905
		ST ALDATES (OXFORD CENTRAL)	RD026
Pembrokeshire	4007	FISHGUARD	WA027
		HAVERFORD WEST	WA024
		NARBERTH	WA026
		NEYLAND	WA021
		PEMBROKE DOCK	WA023
		PEMBROKESHIRE NON-POLICE STATION	WA906
		SAUNDERSFOOT	WA025
		TENBY	WA022

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Penrith / Carlisle	6006	ALSTON	MA074
		APPLEBY	MA073
		BRAMPTON	MA065
		BURGH BY SANDS	MA064
		CALDBECK	MA071
		CARLISLE	MA067
		CORBY HILL	MA063
		COTE HILL	MA062
		DALSTON, CUMBRIA	MA061
		DURDAR	MA060
		IREBY	MA059
		IRTHINGTON	MA058
		KIRKBRIDE	MA057
		KIRKOSWALD	MA070
		LONGTOWN	MA056
		LOW HESKET	MA055
		MELMERBY	MA069
		PENRITH	MA072
		PENRITH / CARLISLE NON-POLICE STATION	MA905
		ROAD HEAD	MA054
		ROCKCLIFFE	MA053
		SKELTON	MA068
		SMITHFIELD	MA052
		WIGTON	MA066
Peterborough	9007	BTP PETERBOROUGH	EA024
		PETERBOROUGH	EA023
		PETERBOROUGH NON-POLICE STATION	EA906
		RAF WITTERING	EA022
		THORPEWOOD (PETERBOROUGH)	EA021
Plymouth	2019	DARTMOOR PRISON	BR145
		H M S DRAKE	BR135
		IVYBRIDGE (CHARLES CROSS)	BR133
		MOD ALBERT GATE (PLYMOUTH)	BR142
		MOD NAVAL BASE, DEVENPORT	BR144
		OKEHAMPTON	BR141
		PLYMOUTH CHARLES CROSS	BR140
		PLYMOUTH CROWNHILL	BR139
		PLYMOUTH DEVENPORT	BR138
		PLYMOUTH NON-POLICE STATION	BR918
		PLYMPTON	BR137
		PLYMSTOCK	BR136
		PRINCETOWN (USE DARTMOOR PRISON)	BR132
		ROYAL MARINES,STONE HOUSE PLYMOUTH	BR143
		TAVISTOCK	BR134

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Pontefract & Castleford	1222	CASTLEFORD	LS123
		HEMSWORTH	LS125
		KNOTTINGLEY	LS124
		PONTEFRACT	LS122
		PONTEFRACT & CASTLEFORD NON-POLICE STATION	LS921
		SOUTH KIRKBY	LS121
Poole East Dorset	2009	FERNDOWN	BR061
		GRAVEL HILL	BR059
		POOLE	BR058
		POOLE EAST DORSET NON-POLICE STATION	BR908
		RMP BOVINGTON CAMP	BR051
		ROYAL SIGNALS, BLANDFORD	BR050
		SHAFTESBURY	BR048
		SHERBORNE	BR047
		STURMINSTER NEWTON	BR046
		SWANAGE	BR045
		VERWOOD	BR063
		WAREHAM	BR044
		WIMBORNE	BR060
		WIMBOURNE	BR062
Port Talbot	4024	CYMMER	WA119
		PORT TALBOT	WA118
		PORT TALBOT NON-POLICE STATION	WA923
Portsmouth / Waterlooville (South East Hampshire)	1143	ALSFORD	RD093
		COSHAM, HAVANT	RD092
		FRATTON	RD091
		H M CUSTOMS PORTSMOUTH	RD088
		HAVANT	RD087
		HAYLING ISLAND	RD086
		MOD RN PORTSMOUTH	RD096
		PORTSMOUTH / WATERLOOVILLE (SOUTH EAST HAMPSHIRE) NON-POLICE STATION	RD912
		PORTSMOUTH CENTRAL	RD090
		PORTSMOUTH ID CENTRE	RD094
		RN PORTSMOUTH (OLD NAVY ACAD)	RD097
		SOUTHSEA	RD089
		WATERLOOVILLE	RD095

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Preston	6024	BTP PRESTON STATION	MA228
		FULWOOD	MA226
		LEA	MA225
		PRESTON	MA224
		PRESTON NON-POLICE STATION	MA923
		RMP FULWOOD BARRACKS, PRESTON	MA227
Pwllheli	4017	BLAENAU FFESTINIOG	WA074
		PORTHMADOG	WA076
		PWLLHELI	WA075
		PWLLHELI NON-POLICE STATION	WA916
Rayleigh / Southend On Sea	9015	BENFLEET	EA029
		BTP SOUTHEND	EA061
		CANVEY ISLAND	EA059
		HM CUSTOMS SOUTHEND AIRPORT	EA056
		LEIGH, ESSEX	EA055
		RAYLEIGH	EA060
		RAYLEIGH / SOUTHEND ON SEA NON-POLICE STATION	EA914
		ROCHFORD	EA058
		SHOREBURYNESS	EA147
		SOUTHEND	EA057
		WESTCLIFF	EA148
		HENLEY	RD038
Reading	1137	LODDEN VALLEY	RD039
		READING	RD037
		READING NON-POLICE STATION	RD907
		WOODLEY	RD036
		BARKINGSIDE	LN152
Redbridge	1323	CHADWELL HEATH	LN153
		ILFORD	LN154
		REDBRIDGE NON-POLICE STATION	LN921
		WANSTEAD	LN155
		WOODFORD	LN156
		BARNES	LN157
Richmond-Upon-Thames	1324	HAM	LN158
		HAMPTON	LN159
		RICHMOND	LN160
		RICHMOND-UPON-THAMES NON-POLICE STATION	LN922
		TEDDINGTON	LN161
		TWICKENHAM	LN162

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Rochdale / Middleton	6015	BIRCH SERVICE AREA	MA170
		HEYWOOD	MA169
		LITTLEBOROUGH	MA167
		MIDDLETON	MA168
		MILNROW	MA166
		MOSSLEY	MA171
		ROCHDALE	MA165
		ROCHDALE / MIDDLETON NON-POLICE STATION	MA914
Rotherham	1214	DINNINGTON (MALTBY)	LS068
		KIVETON PARK (MALTBY)	LS067
		MALTBY	LS073
		RAWMARSH	LS072
		ROTHERHAM	LS071
		ROTHERHAM MAIN STREET	LS070
		ROTHERHAM NON-POLICE STATION	LS913
		WATH-UPON-DEARNE	LS069
Salford	6011	ECCLES	MA140
		HIGHER BROUGHTON (PARK LANE)	MA139
		HM CUSTOMS ALDINE HOUSE, SALFORD	MA141
		IRLAM	MA134
		LITTLE HULTON	MA135
		SALFORD NON-POLICE STATION	MA910
		SWINTON	MA138
		THE CRESCENT, SALFORD	MA137
Salisbury	2011	TRAFFORD ROAD	MA136
		ALDERBURY	BR072
		AMESBURY	BR071
		ARMY 158 PROVOST P S U	BR068
		BULFORD MILITARY CAMP	BR073
		M O D LARKHILL	BR069
		SALISBURY	BR070
Sandwell	3010	SALISBURY NON-POLICE STATION	BR910
		OLD HILL	BM139
		OLDBURY	BM138
		SANDWELL	BM137
		SANDWELL NON-POLICE STATION	BM909
		SMETHWICK	BM136
		TIPTON	BM135
		WEDNESBURY	BM134
Scarborough / Whitby	1209	WEST BROMWICH	BM133
		SCARBOROUGH	LS041
		SCARBOROUGH / WHITBY NON-POLICE STATION	LS908
		WHITBY	LS042

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Scunthorpe	1202	BARTON UPON HUMBER	LS006
		BRIGG	LS005
		EPWORTH	LS007
		SCUNTHORPE	LS004
		SCUNTHORPE NON-POLICE STATION	LS901
Sedgemoor / Taunton Deane	2005	BRIDGEWATER	BR036
		BURNHAM-ON-SEA	BR035
		CHEDDAR	BR034
		DULVERTON	BR039
		MINEHEAD	BR038
		TAUNTON	BR041
		WELLINGTON,TAUNTON	BR040
		WILLITON	BR037
Sedgemoore / Taunton Dane	2005	SEDGEMORE / TAUNTON DEANE NON-POLICE STATION	BR904
Sheffield	1215	ATTERCLIFFE	LS082
		BTP SHEFFIELD RAILWAY STATION	LS074
		DEEPCAR	LS076
		ECCLESFIELD	LS080
		HACKENTHORPE (NOT FOUND)	LS079
		HAMMERTON ROAD	LS078
		MOSS WAY	LS083
		SHEFFIELD BRIDGE STREET	LS075
		SHEFFIELD NON-POLICE STATION	LS914
		WEST BAR GREEN	LS081
		WOODSEATS	LS077
Shrewsbury	3007	BAYSTON HILL (SHREWSBURY)	BM100
		BISHOPS CASTLE	BM078
		BTP SHREWSBURY RAILWAY STATION	BM097
		GOBOWEN (SHREWSBURY)	BM099
		LUDLOW	BM064
		MARKET DRAYTON	BM104
		OSWESTRY	BM098
		RAF COSFORD	BM113
		RAF SHAWBURY	BM112
		SHREWSBURY	BM101
		SHREWSBURY NON-POLICE STATION	BM906
		WEM	BM103
		WHITCHURCH, CHESHIRE	BM270

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Skegness Travel time may be payable in addition to the Fixed Fee (or Escape Case Fee) for attendances at the police stations listed against this police station scheme – see Annex A1.	8009	ALFORD (SKEGNESS)	NT070
		HORNCastle	NT069
		LOUTH	NT067
		MABLETHORPE	NT066
		RAF CONINGSBY	NT071
		SKEGNESS	NT068
		SKEGNESS NON-POLICE STATION	NT908
Skipton, Settle & Ingleton	1208	INGLETON	LS040
		SETTLE	LS039
		SKIPTON	LS038
		SKIPTON, SETTLE & INGLETON NON-POLICE STATION	LS907
Slough (East Berkshire)	1138	ASCOT	RD034
		BRACKNELL	RD035
		BURNHAM	RD033
		CROWTHORNE	RD032
		LANGLEY	RD031
		MAIDENHEAD	RD030
		SLOUGH	RD029
		SLOUGH (EAST BERKSHIRE) NON-POLICE STATION	RD906
		WINDSOR	RD028
		WOKINGHAM	RD027
Solihull	3015	BIRMINGHAM INT. AIRPORT	BM202
		CASTLE BROMWICH	BM200
		CHADWICK END	BM281
		CHELMSLEY WOOD	BM203
		HM CUSTOMS BIRMINGHAM AIRPORT	BM199
		HM CUSTOMS PARK HOUSE SOLIHULL	BM279
		HOCKLEY HEATH	BM280
		SHIRLEY, WEST MIDS.	BM201
		SOLIHULL	BM198
		SOLIHULL NON-POLICE STATION	BM914
		SOLIHULL NORTH	BM204
South Durham	1004	BARNARD CASTLE	NE017
		BISHOP AUKLAND	NE016
		CROOK	NE015
		NEWTON AYCLIFFE	NE014
		SOUTH DURHAM NON-POLICE STATION	NE903
		SPENNYMOOR	NE013

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
South East Northumberland	1008	ASHINGTON	NE029
		BEDLINGTON	NE030
		BLYTH	NE028
		CRAMLINGTON	NE027
		MORPETH	NE026
		PONTELAND	NE025
		SOUTH EAST NORTHUMBERLAND NON-POLICE STATION	NE907
South East Surrey	7010	CATERHAM	BG058
		DORKING	BG057
		HORLEY	BG056
		LEATHERHEAD	BG053
		OXTED	BG055
		REDHILL	BG059
		REIGATE	BG054
		SOUTH EAST SURREY NON-POLICE STATION	BG911
South London	1325	BATTERSEA	LN163
		EARLSFIELD	LN164
		LAVENDER HILL	LN165
		PUTNEY	LN166
		ROEHAMPTON	LN167
		SOUTH LONDON NON-POLICE STATION	LN923
		TOOTING	LN168
		WANDSWORTH	LN169
South Tyneside	1012	JARROW	NE046
		SOUTH SHIELDS	NE045
		SOUTH TYNESIDE NON-POLICE STATION	NE914

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
South West Hants (Southampton)	1145	BITTERNE	RD083
		EASTLEIGH	RD082
		FORDINGBRIDGE	RD081
		HYTHE (SOUTHAMPTON)	RD085
		LYMINGTON	RD080
		LYNDHURST	RD079
		MOD MILITARY PORT, MARCHWOOD	RD084
		NETLEY	RD078
		NEW MILTON	RD077
		PORTSWOOD	RD076
		RINGWOOD	RD075
		ROMSEY	RD074
		SHIRLEY, HANTS	RD040
		SOUTH WEST HANTS (SOUTHAMPTON) NON-POLICE STATION	RD911
		SOUTHAMPTON CENTRAL	RD073
		TOTTENHAM	RD072
		WEST END	RD071
Southport	5002	AINSDALE	LV029
		SOUTHPORT	LV028
		SOUTHPORT NON-POLICE STATION	LV903
St Albans	9020	HARPENDEN	EA079
		HATFIELD	EA082
		LONDON COLNEY	EA078
		POTTER'S BAR	EA152
		ST ALBANS	EA081
		ST ALBANS NON-POLICE STATION	EA919
		WELWYN GARDEN CITY	EA080
St Helens	5004	COLLEGE STREET, ST HELENS	LV030
		ST HELENS NON-POLICE STATION	LV904

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Stafford / Cannock & Rugeley	3002	ARMITAGE	BM224
		AUDLEY	BM282
		BREWOOD	BM026
		CANNOCK	BM025
		CHESLYN HAY	BM024
		ECCLESHALL	BM020
		HEDNESFORD	BM023
		HILTON	BM022
		M6 MOTORWAY (DOXEY)	BM019
		MADELEY	BM016
		PENKRIDGE	BM223
		RAF STAFFORD	BM028
		RUGELEY	BM021
		STAFFORD	BM018
		STAFFORD / CANNOCK & RUGELEY NON-POLICE STATION	BM901
		STONE	BM017
Staines	7012	STAINES	BG061
		STAINES NON-POLICE STATION	BG912
		SUNBURY	BG060
Stansted	9014	HM CUSTOMS STANSTED AIRPORT	EA052
		SAFFRON WALDEN	EA053
		STANSTED AIRPORT	EA054
		STANSTED NON-POLICE STATION	EA913
Stevenage & North Hertfordshire	9019	BALDOCK	EA150
		BUSHEY (BARNET)	EA151
		HITCHIN	EA077
		LETCHWORTH	EA076
		ROYSTON, HERTS	EA074
		STEVENAGE	EA075
		STEVENAGE & NORTH HERTFORDSHIRE NON-POLICE STATION	EA918
Stockport	6009	BREDBURY	MA125
		CHEADLE HEATH	MA128
		CHEADLE HULME	MA127
		HAZEL GROVE	MA124
		MARPLE	MA212
		REDDISH	MA123
		STOCKPORT	MA126
		STOCKPORT NON-POLICE STATION	MA908

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Stoke on Trent / Leek	3001	ABBEY HULTON	BM285
		BIDDULPH	BM014
		BRITISH RAIL (NOT FOUND)	BM005
		BTP STOKE-ON-TRENT	BM015
		BUCKNALL	BM004
		BURSLEM.	BM011
		CHEADLE	BM013
		ENDON	BM259
		HANLEY	BM010
		KEELE	BM283
		KIDSGROVE	BM009
		LEEK	BM012
		LONGTON	BM008
		MEIR	BM284
		NEWCASTLE UNDER LYME	BM001
		NORTHERN AREA CUSTODY FACILITY	BM029
		NORTON GREEN	BM003
		STOKE	BM007
		STOKE-ON-TRENT / LEEK NON-POLICE STATION	BM900
		TRENTHAM	BM002
		TUNSTALL	BM006
		WARSLOW	BM258
		WATERHOUSES	BM257
		WERRINGTON	BM256
Stroud	2016	CIRENCESTER	BR106
		DURSLEY	BR104
		FAIRFORD	BR105
		NAILSWORTH	BR103
		STROUD	BR107
		STROUD NON-POLICE STATION	BR915

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Sudbury & Hadleigh / Bury St Edmunds / Haverhill / Newmarket	9030	BRANDEN	EA130
		BRANDON	EA131
		BURY ST EDMUNDS	EA140
		CLARE	EA133
		ELMSWELL	EA139
		HADLEIGH	EA135
		HAVERHILL	EA142
		HORINGER	EA138
		IXWORTH	EA137
		MILDENHALL	EA129
		NEWMARKET	EA128
		RAF HONNINGTON	EA136
		STOWMARKET	EA141
		SUDBURY	EA134
		SUDBURY & HADLEIGH / BURY ST EDMUNDS / HAVERHILL / NEWMARKET NON-POLICE STATION	EA929
Sunderland / Houghton Le Spring	1013	HOUGHTON-LE-SPRING	NE051
		SUNDERLAND / HOUGHTON LE SPRING NON-POLICE STATION	NE911
		SUNDERLAND CENTRAL	NE049
		SUNDERLAND NORTH	NE048
		SUNDERLAND WEST	NE047
		WASHINGTON	NE050
Sutton	1326	SUTTON	LN170
		SUTTON NON-POLICE STATION	LN924
		WALLINGTON	LN171
		WORCESTER PARK	LN172
Swale	7004	EASTLING (FAVERSHAM)	BG031
		FAVERSHAM	BG035
		H M CUSTOMS SHEERNESS	BG034
		SELLING (HERNE BAY)	BG036
		SHEERNESS	BG033
		SITTINGBOURNE	BG032
		SWALE NON-POLICE STATION	BG905
Swansea	4027	CLYDACH	WA137
		COCKETT	WA136
		GORSEINON	WA135
		MORRISTON	WA134
		MUMBLES	WA132
		PONTARDawe	WA130
		REYNOLDSTONE	WA129
		SKETTY	WA133
		SWANSEA CENTRAL	WA131
		SWANSEA NON-POLICE STATION	WA926

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Swindon	2013	GABLECROSS	BR095
		HIGHWORTH	BR089
		MARLBOROUGH	BR088
		RAF HOSP WROUGHTON	BR090
		RAF LYNEHAM P S U	BR091
		SWINDON CENTRAL	BR093
		SWINDON NON-POLICE STATION	BR912
		SWINDON WESTLEA (CLOSED)	BR094
		WOOTON BASSETT	BR092
Tameside	6016	ASHTON-UNDER-LYNE	MA175
		DENTON	MA172
		HYDE	MA174
		STALYBRIDGE	MA173
		TAMESIDE NON-POLICE STATION	MA915
Teeside	1002	BILLINGHAM	NE006
		COULBY NEWHAM	NE009
		GUISBOROUGH	NE002
		MIDDLESBOROUGH	NE008
		NORTH ORMESBY	NE005
		REDCAR	NE004
		SOUTH BANK	NE003
		STOCKTON-ON-TEES	NE007
		TEESIDE NON-POLICE STATION	NE901
Teignbridge / Torbay	2022	ASHBURTON	BR190
		BOVEY TRACEY	BR189
		BRIXHAM	BR191
		BUCKFASTLEIGH	BR188
		CHUDLEIGH	BR187
		DARTMOUTH	BR198
		DAWLISH WARREN	BR186
		KINGSBRIDGE	BR197
		KINGSKERSWELL	BR185
		KINGSTEIGNTON	BR181
		MORETONHAMPSTEAD	BR180
		NEWTON ABBOT	BR184
		PAIGNTON, TORBAY	BR192
		SOUTH BRENT	BR196
		TEIGNBRIDGE	BR179
		TEIGNBRIDGE / TORBAY NON-POLICE STATION	BR921
		TEIGNMOUTH	BR183
		TORQUAY	BR182
		TORQUAY (SOUTH HAMS)	BR195
		TORQUAY (TORBAY) (NOT FOUND)	BR193
		TOTNES	BR194

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Telford	3008	BRIDGNORTH	BM105
		DONNINGTON	BM109
		MALLINSGATE (TELFORD)	BM111
		MUCH WENLOCK	BM107
		OAKENGATES	BM108
		RMP DONNINGTON	BM286
		SHIFNAL	BM106
		TELFORD NON-POLICE STATION	BM907
		WELLINGTON	BM110
Thames	1327	ARBOUR SQUARE	LN173
		BETHNAL GREEN	LN174
		BOW	LN175
		BRICK LANE	LN176
		ISLE OF DOGS	LN177
		LEMAN STREET	LN178
		LIMEHOUSE	LN179
		POPLAR	LN180
		THAMES NON-POLICE STATION	LN925
Tower Bridge	1328	CAMBERWELL	LN181
		HM CUSTOMS DORSET HOUSE (LONDON)	LN182
		PECKHAM	LN183
		ROTHERHITHE	LN184
		TOWER BRIDGE	LN185
		TOWER BRIDGE NON-POLICE STATION	LN926
		WALWORTH	LN186
Trafford	6010	ALTRINCHAM	MA132
		BROADHEATH (TRAFFORD)	MA133
		MANCHESTER AIRPORT	MA122
		PARTINGTON	MA129
		STRETFORD	MA131
		TRAFFORD NON-POLICE STATION	MA909
		URMSTON	MA130
Tynedale & Hexham	1015	BELLINGHAM	NE061
		CORBRIDGE	NE060
		HALTWHISTLE	NE059
		HEXHAM	NE058
		PRUDHOE	NE057
		TYNEDALE & HEXHAM NON-POLICE STATION	NE913

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Uxbridge	1329	HAYES	LN187
		HEATHROW AIRPORT, MET	LN205
		NORTHWOOD (RUISLIP)	LN188
		RAF NORTHOLT	LN189
		RAF UXBRIDGE	LN190
		RUISLIP	LN191
		UXBRIDGE	LN192
		UXBRIDGE NON-POLICE STATION	LN927
		WEST DRAYTON	LN193
Vale of Glamorgan	4020	BARRY	WA098
		CARDIFF AIRPORT	WA099
		COWBRIDGE	WA097
		PENARTH	WA096
		RAF ST ATHAN	WA100
		VALE OF GLAMORGAN NON-POLICE STATION	WA919
Wakefield	1223	NORMANTON,WAKEFIELD	LS128
		OSSETT	LS127
		WAKEFIELD	LS126
		WAKEFIELD NON-POLICE STATION	LS922
Walsall	3013	ALDRIDGE	BM154
		BLOXWICH	BM159
		BROWNHILLS	BM158
		DARLASTON	BM157
		WALSALL	BM156
		WALSALL NON-POLICE STATION	BM912
		WILLENHALL	BM155
Waltham Forest	1330	CHINGFORD	LN194
		LEYTON	LN195
		LEYTONSTONE	LN196
		WALTHAM FOREST NON-POLICE STATION	LN928
		WALTHAMSTOW	LN197
Warrington / Halton	6002	NORTHERN AREA (RUNCORN)	MA019
		RISLEY (WARRINGTON)	MA018
		RUNCORN (CLOSED)	MA014
		SANKEY	MA017
		STOCKTON HEATH	MA016
		WARRINGTON (CLOSED)	MA015
		WARRINGTON / HALTON NON-POLICE STATION	MA901
		WIDNES (CLOSED)	MA013
Watford	9021	BOREHAMWOOD	EA153
		OXHEY	EA083
		RICKMANSWORTH	EA084
		WATFORD	EA085
		WATFORD CENTRAL (NOT FOUND)	EA086
		WATFORD NON-POLICE STATION	EA920

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
West Berkshire (Newbury Etc)	1139	HUNGERFORD	RD064
		LAMBOURNE	RD063
		NEWBURY	RD062
		PANGBOURNE	RD065
		THATCHAM	RD061
		WEST BERKSHIRE (NEWBURY ETC) NON-POLICE STATION	RD908
West Kent (Tonbridge)	7007	CRANBROOK	BG041
		SEVENOAKS	BG040
		TONBRIDGE	BG039
		TUNBRIDGE WELLS	BG038
		WEST KENT (TONBRIDGE) NON-POLICE STATION	BG907
		WESTERHAM (SEVENOAKS)	BG037
West London	1331	BTP HAMMERSMITH RAIL STATION	LN198
		FULHAM	LN199
		HAMMERSMITH	LN200
		SHEPHERDS BUSH	LN201
		WEST LONDON NON-POLICE STATION	LN929
Weston-Super-Mare	2006	RAF WESTON-SUPER-MARE	BR042
		WESTON-SUPER-MARE	BR043
		WESTON-SUPER-MARE NON-POLICE STATION	BR905

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Whitehaven / Workington	6007	ABBEYTOWN	MA095
		ALLONBY	MA094
		BOTHEL	MA093
		BRIGHAM	MA092
		BROUGHTON MOOR	MA091
		CLEATOR MOOR	MA076
		COCKERMOUTH	MA098
		CROSBY	MA090
		DEARHAM	MA089
		DISTINGTON	MA082
		EGREMONT	MA077
		FLIMBY	MA088
		GREAT BROUGHTON	MA087 MA100
		GREAT CLIFTON	MA101
		GT. CLIFTON	MA086
		KESWICK	MA099
		MARYPORT	MA097
		MEALSGATE	MA075
		PARTON	MA081
		SEASCALE	MA080
		SEATON, CUMBRIA	MA085
		SIDDICK	MA084
		ST. BEES	MA079
		THORNHILL	MA078
		WHITEHAVEN	MA083
		WHITEHAVEN / WORKINGTON NON-POLICE STATION	MA906
		WORKINGTON	MA096
Wigan	6014	ASHTON-IN-MAKERFIELD	MA161
		GOLBORNE	MA164
		HINDLEY	MA160
		INCE-IN-MAKERFIELD	MA159
		LEIGH, MANCHESTER	MA163
		ORRELL	MA158
		PEMBERTON	MA157
		STANDISH	MA156
		TYLDESLEY	MA162
		WIGAN (HARROGATE STREET)	MA155
		WIGAN NON-POLICE STATION	MA913
Wimbledon	1332	MITCHAM	LN202
		WIMBLEDON	LN203
		WIMBLEDON NON-POLICE STATION	LN930

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Wirral	5006	BEBINGTON	LV041
		BIRKENHEAD	LV040
		BROMBOROUGH	LV034
		HESWALL	LV039
		HOYLAKE	LV038
		LAIRD STREET	LV031
		LARTON	LV042
		MORETON	LV032
		ROCK FERRY	LV033
		UPTON	LV037
		WALLASEY	LV036
		WEST FLOAT	LV035
		WIRRAL NON-POLICE STATION	LV905
Wolverhampton & Seisdon	3011	BILSTON (NOT FOUND)	BM146
		BIRMINGHAM ROAD	BM142
		BTP WOLVERHAMPTON RAILWAY STATION	BM140
		CODSALL	BM290
		DUNSTALL ROAD	BM141
		KINVER	BM289
		RED LION STREET	BM143
		SEISDON	BM291
		TETTENHALL	BM145
		WEDNESFIELD	BM144
		WOLVERHAMPTON & SEISDON NON-POLICE STATION	BM910
		WOLVERHAMPTON CENTRAL	BM147
		WOMBOURNE	BM027

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Worcester	3009	ALFRICK	BM117
		ASHPERTON	BM300
		BADSEY	BM305
		BECKFORD	BM129
		BREDON	BM128
		BRETFORTON	BM304
		BROADHEATH (WORCESTER)	BM297
		BROADWAS	BM122
		BROADWAY	BM127
		CRADLEY	BM116
		CROPTHORNE	BM126
		CROWLE	BM121
		DRAKES BROUGHTON	BM303
		DROITWICH	BM118
		EVESHAM	BM125
		FERNHILL HEATH	BM296
		HALLOW	BM295
		HARVINGTON	BM092
		HM CUSTOMS DROITWICH	BM306
		KEMPSEY	BM120
		LEIGH SYNTON	BM299
		LITTLETON	BM124
		LOWER MOOR	BM302
		MALVERN	BM115
		OFFENHAM	BM301
		OMBERSLEY	BM307
		PERSHORE	BM123
		POWICK	BM294
		STRENSHAM	BM132
		UPTON-ON-SEVERN	BM298
		WARNDON	BM293
		WELLAND	BM114
		WHITTINGTON	BM292
		WORCESTER	BM119
		WORCESTER NON-POLICE STATION	BM908
		WORCESTER, HINDLIP HALL	BM131
Worksop & East Retford	8015	CARLTON IN LINDRICK	NT111
		HARWORTH	NT110
		RETFORD	NT109
		WORKSOP	NT108
		WORKSOP & EAST RETFORD NON-POLICE STATION	NT914

PS Scheme Name	PS Scheme Code	Police Station Name	Police station ID
Worthing	7017	ARUNDEL	BG092
		LITTLEHAMPTON	BG091
		SHOREHAM	BG090
		STEYNING	BG089
		WORTHING	BG088
		WORTHING NON-POLICE STATION	BG918
Wrexham	4018	CORWEN	WA082
		LLANGOLLEN	WA081
		OVERTON	WA080
		RHOSLLANERCHROGOG	WA079
		RUABON	WA078
		WREXHAM	WA077
		WREXHAM NON-POLICE STATION	WA917
York / Selby	1211	BTP YORK RAILWAY STATION	LS046
		SELBY	LS048
		YORK	LS047
		YORK / SELBY NON-POLICE STATION	LS910

Annex A1 – Claiming travel time in specified Police Station Schemes

Introduction

As specified and defined in the Criminal Legal Aid (Remuneration) Regulations, travel time to and from a Police Station may be claimed in addition to the Fixed Fee (or the Escape Case Fee) for the following Police Station Schemes (Destination Duty Schemes) in Matters started **on or after 6 December 2024** claimed under Fee Code INVC.

Police Station Scheme Name	Police Station Scheme Code
Barnstaple	2017
Berwick & Alnwick	1014
Dolgellau	4014
Isle of Wight	1142
Newark	8013
Skegness	8009

Travel time may only be claimed where both 1 & 2 are met:

1. the attendance takes place at the Police Stations (**Destination Police Stations**) listed under the above specified Police Station Schemes.¹
2. the travel to and from the Destination Police Station is from an Office within one of its **Attending Duty Schemes**. For duty cases, an Attending Duty Scheme means an Office that is a member of that Duty Scheme. For own client cases, an Attending Duty Scheme means an Office located within that Scheme as set out in the Duty Solicitor Postcode Tool.²

The **(1) Destination Police Stations** and **(2) Attending Duty Schemes** for each specified Police Station Scheme are listed at the end of this Annex A1.

How to claim the travel time costs

Travel time to and from a Destination Police Station is claimed on an hourly rates basis:

¹ The list of Police Stations under these specified Police Station Schemes in this Annex A1 is as they are listed in Annex A of this guidance and are unchanged from version 18 of the Guidance - [The Criminal Legal Aid \(Standard Crime Contract\) \(Amendment\) Regulations 2025](#).

² This is the October 2021 version (the current version) of the Duty Solicitor Postcode Tool at [Crime Contract 2022 tender - GOV.UK](#).

	Hourly rates (£)
Own Solicitor	30.22
Duty Solicitor	54.57
Duty Solicitor (Unsocial Hours)	72.46

The travel costs will be paid through the disbursement fields in the INVC Fee Code in SaBC. In order for them to be paid:

- The net total travel costs should be entered in the 'Disbursements excluding VAT' field, together with the costs for any actual Disbursements claimed.
- VAT for the total travel costs should be entered in the 'Disbursements VAT Amount' field, together with VAT on any actual Disbursements claimed.

You should also record the net total travel costs in the 'Travel costs excluding VAT' field to confirm how much of your claim in the disbursement fields is for travel costs.

Completing this field will also identify when the Matter has exceeded the Escape Fee Threshold. For these specified police station schemes only, travel time is not restricted to 45 minutes each way in Escape Case Fee claims.

Barnstaple Police Station Scheme

1. Destination Police Stations			
Police Station Scheme Name	Police Station Scheme Code	Destination Police Station Name	Police Station ID
Barnstaple	2017	BARNSTAPLE	BR115
		BARNSTAPLE NON-POLICE STATION	BR916
		BIDEFORD	BR109
		BRAUNTON	BR114
		CHULMLEIGH	BR116
		CLOVELLY	BR117
		COMBE MARTIN	BR113
		GREAT TORRINGTON	BR118
		HOLSWORTH	BR119
		ILFRACOMBE	BR112
		LYNTON	BR111

		SOUTH MOLTON	BR108
		WOOLACOMBE	BR110

2. Attending Duty Schemes	
Barnstaple	
Exeter	
Bridgwater (Weston-Super-Mare / Sedgemoor / Taunton Deane combined)	
East Cornwall	
Plymouth	

Berwick & Alnwick Police Station Scheme

1. Destination Police Stations			
Police Station Scheme Name	Police Station Scheme Code	Destination Police Station Name	Police Station ID
Berwick & Alnwick	1014	ALNWICK	NE054
		AMBLE	NE053
		BERWICK	NE055
		BERWICK & ALNWICK NON-POLICE STATION	NE912
		RAF BOULMER	NE056
		SEAHOUSES	NE052

2. Attending Duty Schemes	
Berwick & Alnwick	
South East Northumberland	
Tynedale & Hexham	

Dolgellau Police Station Scheme

1. Destination Police Stations			
Police Station Scheme Name	Police Station Scheme Code	Destination Police Station Name	Police Station ID
Dolgellau	4014	DOLGELLAU	WA062

		DOLGELLAU NON-POLICE STATION	WA913
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2. Attending Duty Schemes	
Dolgellau	
Anglesey, Bangor & Caernarfon	
North Ceredigion / South Ceredigion	
Newtown (Mid Wales)	
Pwllheli	
Denbighshire	
Colwyn Bay	
Wrexham	

Isle of Wight Police Station Scheme

1. Destination Police Stations			
Police Station Scheme Name	Police Station Scheme Code	Destination Police Station Name	Police Station ID
Isle of Wight	1142	COWES	RD069
		ISLE OF WIGHT NON-POLICE STATION	RD910
		NEWPORT	RD068
		RYDE	RD067
		VENTNOR	RD070
		YARMOUTH	RD066

2. Attending Duty Schemes	
Isle of Wight	
Portsmouth / Waterlooville (South East Hampshire)	
South West Hants (Southampton)	

Newark Duty Scheme

1. Destination Police Stations			
Police Station Scheme Name	Police Station Scheme Code	Destination Police Station Name	Police Station ID
Newark	8013	CAYTHORPE	NT087
		NEWARK	NT088
		NEWARK NON-POLICE STATION	NT912

2. Attending Duty Schemes
Newark
Mansfield
Worksop & East Retford
Nottingham
Loughborough
Grantham
Lincoln

Skegness Duty Scheme

1. Destination Police Stations			
Police Station Scheme Name	Police Station Scheme Code	Destination Police Station Name	Police Station ID
Skegness	8009	ALFORD (SKEGNESS)	NT070
		HORNCastle	NT069
		LOUTH	NT067
		MABLETHORPE	NT066
		RAF CONINGSBY	NT071
		SKEGNESS	NT068
		SKEGNESS NON-POLICE STATION	NT908

2. Attending Duty Schemes
Skegness
Lincoln
Boston
North & North East Lincolnshire

Annex B – Magistrates' court codes

London courts and courts elsewhere in the country are listed separately. You might find it convenient to use the search function (Ctrl+F) to locate the court code that you require.

London courts

Court Name	ID
[HOUNSLOW PSD] BRENTFORD	C2769
ACTON	C2723
BALHAM HIGH ROAD	C6686
BALHAM HIGH ROAD YOUTH	C6013A
BARKING	C2814
BARNET	C2725
BELMARSH (GREENWICH PSA)	C2643B
BEXLEY	C2728
BOW STREET	C2641
BRENT (WILLESDEN)	C2762
BRENTFORD	C2769A
BROMLEY	C2727
CAMBERWELL GREEN	C2656
CITY OF LONDON (JUSTICE ROOMS)	C2631
CLERKENWELL (COURT CLOSED)	C2642
CROYDON	C2732
EALING	C2734
FELTHAM	C2769B
GREENWICH	C2643
GREENWICH & LEWISHAM	C6643
GREENWICH & LEWISHAM YOUTH	C6013C
GREENWICH, LEWISHAM & SOUTHWARK YOUTH	C6656
HAMPSTEAD	C2740
HARROW	C2760
HAVERING	C1837
HENDON	C2741
HIGHBURY CORNER(EAST CENTRAL)	C2663
HIGHGATE (HARINGEY)	C2742
HILLINGDON	C2766
INNER LONDON JUVENILE COURTS	C6013
KINGSTON	C2812
LAMBETH & WANDSWORTH YOUTH COURTS	C6649
MARLBOROUGH STREET	C2644
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NORTH AND NORTH EAST LONDON YOUTH COURTS	C6650

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REDBRIDGE YOUTH	C6815
RICHMOND (SURREY)	C2768
SOUTH WESTERN	C2649
SOUTHWARK	C6693
SOUTHWARK YOUTH	C6013B
STRATFORD	C2721
STRATFORD YOUTH	C2722
SUTTON	C2733
THAMES	C2650
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TOWER BRIDGE	C2651
WALTHAM FOREST	C2813
WALTON STREET	C2657
WEST LONDON MAGISTRATES' COURT	C2658
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WESTMINSTER (PREVIOUSLY HORSEFERRY ROAD)	C2660
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(SKIPTON PSD)	C2538
[BEDWELLTY P S D]	C3201
[CROWBOROUGH P S D]	C1598
[DERBY & S DERBYSHIRE P S D]	C1427
[DONCASTER P S D]	C2771
[EAST GWENT PSD]	C3208
[KEIGHLEY P.S.D.]	C2979
[MID SUSSEX P S D]	C2932
[NEWCASTLE UPON TYNE P S D]	C2851
[ABERCONWY PSD]	C3237
[BAINTON,WILTON,HOLME BEA.PSD]	C1905
[BLACKB'N/DARWEN/RIBBLE VAL.]	C2012
[BOURNEMOUTH & CHRISTCHURCH]	C1514
[BRAINTREE]	C1617
[BROMSGROVE & REDDITCH PSD]	C1840
[CENTRAL BUCKINGHAMSHIRE PSD]	C1129
[CITY OF SALFORD PSD]	C1747
[DICKERING & NTH HOLDERN. PSD]	C1904
[ELLOES DIV]	C2076
[FURNESS & DISTRICT PSD]	C1398
[LLIW VALLEY]	C3358
[MARKET HARBORO'& LUTTWORTH]	C2051
[N'CASTLE/LYME&P'HILL PSD]	C2797
[NORTH DORSET PSD]	C1507
[NORTH EAST HAMPSHIRE PSD]	C1780
[NORTH WEST HAMPSHIRE PSD]	C1781
[NORTH WEST SUFFOLK PSD]	C2862

Court Name	ID
[NTH GLOUCESTERSHIRE PSD]	C1696
[NTH. TYNESIDE PSD]	C2852
[OXFORD PSD]	C2777
[PONTEFRACT PSD]	C2994
[SOUTH ANGLESEY PSD]	C3232
[SOUTH NORFOLK PSD]	C1446
[STH. TYNESIDE PSD]	C2853
[SWANSEA PSD]	C3360
[TAMESIDE PSD]	C1748
[THAME & HENLEY PSD]	C2778
[THANET PSD]	C1968
[WEST NORFOLK PSD]	C1447
ABERGAVENNY	C3208A
ABERGELE	C3052B
ABERTILLERY	C3201B
ABERYSTWYTH	C3135A
ABINGDON	C2681
ABINGDON (AB/DID/WANT)	C2774A
ALDERSHOT (NORTH EAST HANTS)	C1780C
ALFRETON	C1429B
ALNWICK	C2347
ALSTON (COURT CLOSED)	C1384B
ALTON	C1780A
ALTON & PETERSFIELD	C1778
AMERSHAM (C.BUCKS)	C1129C
AMPTHILL	C1050
ANDOVER	C1781A
ARUNDEL	C2927
ASHBOURNE	C1428A
ASHBY-DE-LA-ZOUCH(COALVILLE)	C2047
ASHFORD AND TENTERDEN (PSD DELETED)	C1952
ASHFORD(CHANNEL)	C1957C
ASHTON-UNDER-LYNE (TAMESIDE)	C1748A
ATHERSTONE & COLESHILL	C2894
AXMINSTER	C1493A
AYLESBURY	C1125
AYLESBURY (C.BUCKS)	C1129A
BAKEWELL	C1428B
BANBURY/CHIPPING NORTON	C2702
BANGOR	C3222
BARNARD CASTLE	C1582B
BARNESLEY	C2770
BARNSTAPLE	C1494A
BARROW WITH BOOTLE	C1380
BARROW WITH BOOTLE (FURNESS)	C1398A
BASILDON	C5610
BASILDON(MID-SOUTH ESSEX)	C1610
BASINGSTOKE	C1781B

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BATLEY & DEWSBURY	C2996
BATTLE & RYE	C1606A
BEACONSFIELD (WICKHAM/B'FIELD)	C1130A
BEAUMARIS	C3232A
BECCLES	C6816
BEDALE	C2543B
BEDFORD	C1051
BERWICK-ON-TWEED	C2348
BEVERLEY	C1925
BEVERLEY & THE WOLDS	C1942
BEXHILL	C1606B
BICESTER	C2671
BICESTER, OXON.	C2776
BIDEFORD & GREAT TORRINGTON	C1477
BIGGLESWADE	C1052
BINGLEY	C2979B
BIRMINGHAM	C2908
BISHOP AUCKLAND	C1582A
BISHOP'S STORTFORD	C1875
BLACKBURN	C1995
BLACKBURN (B'BURN/DAR/RIB.VAL)	C2012A
BLACKPOOL	C1996
BLACKWOOD	C3201D
BLANDFORD & STURMINSTER	C1512
BLANDFORD FORUM (CENT.DORSET)	C1515A
BLAYDON	C2850B
BODMIN	C1279
BOLTON	C1731
BOSTON	C2073
BOURNE & STAMFORD	C2074
BOURNEMOUTH	C1501
BOURNEMOUTH (B&C DIV)	C1514A
BRACKNELL (FOREST)	C1066
BRADFORD	C2978
BRAINTREE	C1631
BRECON	C3350A
BRENTWOOD	C1611
BRIDGNORTH	C3274
BRIDLINGTON	C1904A
BRIDLINGTON	C1941
BRIDPORT	C1502
BRIDPORT (WEST DORSET)	C1516A
BRIGHTON	C1597
BRIGHTON (BRIGHTON & HOVE)	C1604A
BRISTOL	C1013
BROMSGROVE (CLOSED)	C1846
BROMSGROVE (COURT CLOSED)	C1840A

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BROUGH	C1901A
B'STAPLE & S. MOLTON PSD]	C1494
BUCKINGHAM (C. BUCKS)	C1129B
BURNLEY	C1997
BURNLEY (BURNLEY & PENDLE)	C2011A
BURNLEY, PENDLE AND ROSENDALE	C2014
BURTON-UPON-TRENT	C2780
BURY	C1732
CAERNARFON & GWYRFAL	C3234
CAISTOR	C2056
CALDER (HALIFAX)	C2984
CALDERDALE	C2997
CAMBERLEY	C2846C
CAMBRIDGE	C1165
CANNOCK	C2781
CANNOCK & SEISDON MAGISTRATES' COURT	C2859
CANTERBURY AND ST AUGUSTINE	C1953
CARDIFF	C3348
CARDIGAN	C3135B
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CARLISLE AND DISTRICT	C1322
CARMARTHEN	C3138
CASTLEFORD	C2994B
CENTRAL & SOUTH WEST STAFFORDSHIRE PSA	C2799
CENTRAL DEVON PSA	C1292
CENTRAL HERTFORDSHIRE	C1892
CEREDIGION	C3135
CEREDIGION GANOL(PSD DELETED)	C3134
CHANNEL PSA	C1957
CHEADLE	C2796B
CHELMSFORD/WITHAM (MID-NORTH)	C1612
CHELTONHAM	C1672
CHELTONHAM (N. GLOS.)	C1696A
CHEPSTOW	C3208C
CHERTSEY	C2846A
CHESHUNT (EAST HERTFORDSHIRE)	C1877
CHESHUNT (EAST HERTFORDSHIRE)	C1888A
CHESTER	C1173
CHESTER, ELLESMORE PORT & NESTON	C1188
CHESTERFIELD (TAPTON LANE)	C1432
CHESTERFIELD(BRIMIMINGTON ROAD)	C1418B
CHESTERFIELD(WEST BARS)	C1418
CHESTER-LE-STREET	C1576
CHICHESTER AND DISTRICT	C2936
CHIPPENHAM (NORTH WILTSHIRE)	C3022
CHORLEY	C1998
CHRISTCHURCH	C1503
CHRISTCHURCH (B&C DIV.)	C1514B

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COLCHESTER(TOWN HALL)	C1613B
COLCHESTER/HARWICH (NORTH-EAST ESSEX)	C1613
COLWYN (CLWYD)	C3052A
COMMUNITY JUSTICE CENTRE - MERSEYSIDE	C9000
CONGLETON	C1187A
CONWY	C3062
CONWY AND LLANDUDNO	C3237A
CORBY	C2321
CORWEN	C3051C
COVENTRY	C2910
CRAWLEY	C2929
CREWE AND NANTWICH	C1187B
CROMER	C1444B
CROWBOROUGH	C1598A
CROWBOROUGH (MARK CROSS)	C1598B
CROWBOROUGH (LEWES & CROBORO')	C1607A
CULLOMPTON	C1478
CWMBRAN	C3208B
CYNON VALLEY	C3262
DACORUM	C1878
DARLINGTON	C1577
DARTFORD	C1954
DARTFORD & GRAVESEND(GRAVESEND)	C1969
DARWEN	C2000
DARWEN (B'BURN/DAR/RIB.VAL.)	C2012B
DAVENTRY	C2322
DE BRYCHEINIOG	C3350
DE CEREDIGION (PSD DELETED)	C3136
DE MALDWYN	C3352
DENBIGH	C3061C
DENBIGHSHIRE	C3061
DERBY (BOLD LANE)	C1427C
DERBY (DERWENT STREET)	C1427A
DERWENTSIDE (CONSETT)	C1578
DEVIZES	C3025
DIDCOT (AB/DID/WANT)	C2774B
DIDCOT AND WANTAGE	C2718
DINEFWR	C3140
DISS	C1446A
DOLGELLAU	C3239
DONCASTER	C2771A
DORCHESTER	C1504
DORCHESTER (WEST DORSET)	C1516B
DORKING	C2847B
DOVER (CHANNEL)	C1957A
DOVER AND EAST KENT (PSD DELETED)	C1955
DRAYTON DIVISION	C3275

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DRIFFIELD	C1905A
DROITWICH (SOUTH WORCESTERSHIRE)	C1843A
DROXFORD	C1783A
DUDLEY	C2911
DUNHEVED AND STRATTON	C1284
DUNMOW	C1615
DUNMOW AND SAFFRON WALDON	C1632
DUNSTABLE	C1053
DURHAM	C1579
DWYFOR	C3236
DYFFRYN CLWYD (PSD DELETED)	C3053
EASINGTON (PETERLEE)	C1580
EASINGWOLD	C2544
EAST BERKSHIRE PSA (SLOUGH)	C1072
EAST CAMBRIDGESHIRE (ELY)	C5166
EAST CAMBS	C1166
EAST CORNWALL PSA	C1289
EAST DORSET PSA	C1522
EAST GRINSTEAD	C2932B
EAST HERTFORDSHIRE PSA	C1888
EAST OXFORDSHIRE	C2719A
EAST PENWITH (CAMBORNE)	C1263
EAST POWDER	C1264
EAST RETFORD	C2553
EASTBOURNE (EASTB'NE & H'SHAM)	C1605A
EASTLEIGH (SOUTHAMPTON)	C1775B
EBBW VALE	C3201C
ECCLES (CITY OF SALFORD)	C1747A
EDEN PSA (PENRITH)	C1324
ELLESMERE PORT	C1176A
ELLOES (LONG SUTTON)	C2076B
ELLOES (SPALDING)	C2076A
ELY	C1166A
EPPING	C1616
EPSOM	C2845A
EPWORTH	C1928A
EVESHAM (SOUTH WORCESTERSHIRE)	C1843B
EXETER & WONFORD	C1497
EXMOUTH	C1480
FAKENHAM	C1447B
FALMOUTH AND KERRIER	C1283
FAREHAM (SOUTH HAMPSHIRE)	C1783
FARNHAM	C2848A
FAVERSHAM & SITTINGBOURNE	C1967
FELIXSTOWE (DEBEN)	C2861A
FLEETWOOD	C2009A
FLINT	C3054

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FLYDE COAST PSA (BLACKPOOL/WYRE)	C1992
FOLKESTONE(CHANNEL)	C1957B
FOREST OF DEAN (COLEFORD)	C1695
FROME	C2715D
GAINSBOROUGH	C2075
GATESHEAD	C2850
GATESHEAD	C2850A
GILLINGHAM	C1507B
GILLINGHAM (CENTRAL DORSET)	C1515B
GLOSSOP	C1421
GLOUCESTER	C1692
GODSTONE	C2847C
GOGLEDD PRESELI (PSD DELETED)	C3141
GOOLE	C1928B
GOOLE AND HOWDENSIRE	C1928
GOSFORTH	C2851B
GOSFORTH YOUTH (NEWCASTLE UPON TYNE)	C6851
GRANTHAM	C2077
GRAVESHAM	C1958
GRAYS (SOUTH-WEST ESSEX)	C1626
GREAT YARMOUTH	C1443
GRIMSBY & CLEETHORPES	C1940
GUILDFORD	C2848B
GWENT	C3210
GWYNEDD PSA	C3244
HAILSHAM (EASTB'NE & HAILSHAM)	C1605B
HARLOW/EPPING (NORTH-WEST ESSEX)	C1619
HARROGATE (PSD)	C2527
HARTLEPOOL	C1247
HARWICH	C1620
HASTINGS (HASTINGS & ROTHER)	C1606C
HAVERHILL (PSD DELETED)	C2825
HAVERHILL AND SUDBURY	C2864
HAWARDEN	C3055
HAWARDEN YOUTH	C7055
HAYWARDS HEATH	C2932A
HEBBURN	C2853B
HENLEY (THAME/HENLEY)	C2778B
HEREFORD(HEREFORDSHIRE)	C1841A
HERTFORD (EAST HERTFORDSHIRE)	C1888B
HIGH PEAK (BUXTON)	C1422
HIGH PEAK PSA	C1430
HINCKLEY	C2050A
HONITON	C1493B
HORNCastle	C2078A
HORNSEA (COURT CLOSED)	C1904B
HORSHAM	C2930

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HOUGHTON-LE-SPRING	C2854A
HOVE	C1602
HOVE (BRIGHTON & HOVE)	C1604B
HOWDEN (COURT CLOSED)	C1901B
HUDDERSFIELD	C2987
HULL & HOLDERNESS (KINGSTON UPON HULL)	C1943
HUNSTANTON	C1447C
HUNTINGDON	C1168A
HUNTINGDON DIVISION	C1168
HUYTON	C2266A
HYNDBURN	C2010
HYTHE	C1779A
ILKESTON	C1429A
INGLETON	C2538B
IPSWICH	C2830
ISLE OF WIGHT	C1945
ISLES OF SCILLY	C1268
IVYBRIDGE	C1496B
KEIGHLEY	C2979A
KENDAL AND LONSDALE	C1382
KESWICK	C1369
KETTERING	C2323
KIDSGROVE	C2797C
KINGS LYNN	C1447D
KINGSBRIDGE	C1496A
KINGSTON UPON HULL	C1933
KIRKBY	C2266B
LANCASTER	C2002
LANGBAURGH EAST	C1248
LEEDS	C2988
LEEDS	C2992
LEEDS	C6988
LEEK	C2784
LEEK	C2796A
LEICESTER	C2048A
LEIGH	C1743
LEIGHTON BUZZARD	C1054
LEOMINSTER (HEREFORDSHIRE)	C1841B
LEWES	C1603
LEWES (LEWES & CROWBORO')	C1607B
LEYBURN	C2545B
LICHFIELD	C2785
LINCOLN DISTRICT	C2079
LIVERPOOL	C2267
LLANDRINDOD WELLS	C3352C
LLANDUDNO	C3061A
LLANELLI	C3122

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LLANGEFNI	C3238A
LLANGOLLEN	C3051A
LLIW VALLEY	C3360B
LONG ASHTON	C1023A
LOUGHBOROUGH	C2049
LOUTH	C2078B
LOWESTOFT	C2863A
LUDLOW	C3276
LUTON & SOUTH BEDFORDSHIRE	C1055
LUTTERWORTH	C2051A
LWR RHYMNEY VALLEY (CAERPHILLY)	C3263
LYMINGTON	C1779B
LYTHAM	C2001
MACCLESFIELD	C1178A
MACHYNLETH (PSD DELETED)	C3330
MAIDENHEAD	C1068
MALDON & WITHAM	C1630
MALTON	C2546A
MANCHESTER	C1733
MANSFIELD	C2566
MARGATE (THANET)	C1968A
MARKET DRAYTON	C3275A
MARKET HARBOROUGH	C2051B
MARKET RASEN	C2081
MARKET STREET	C2851A
MARKET WEIGHTON	C1905C
MATLOCK	C1428C
MEDWAY(CHATHAM)	C1961
MELTON, BELVOIR AND RUTLAND	C2045
MENAI BRIDGE	C3232B
MENDIP P.S.A	C2715
MERTHYR TYDFIL	C3264
MID HERTFORDSHIRE(ST ALBANS)	C1883
MID KENT(MAIDSTONE)	C1959
MID WARWICKSHIRE (WARWICK)	C2903
MIDDLETON	C1735
MID-HERTFORDSHIRE	C1890
MID-STAFFORDSHIRE DIVISION	C2795
MILDENHALL	C2821
MILDENHALL (NW SUFFOLK)	C2862A
MILTON KEYNES	C1124
MISKIN	C3265
MOLD	C3056
MONMOUTH	C3208D
MORLEY	C2989
N.COTSWOLD	C1696C
NEATH	C3359A

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NEATH PORT TALBOT PSA	C3359
NEW FOREST	C1779E
NEW FOREST(LYNDHURST)	C1779
NEWARK & SOUTHWELL	C2567
NEWBURY (WEST BERKS.)	C1075
NEWCASTLE AND OGMORE	C3266
NEWCASTLE UNDER LYME	C2797A
NEWCASTLE-UNDER-LYME	C2786
NEWMARKET (CAMBS)	C1166B
NEWMARKET (NW SUFFOLK)	C2862B
NEWMARKET (SUFF)	C2823
NEWPORT	C3205
NORTH ANGLESEY	C3229
NORTH AVON	C1021
NORTH COTSWOLD	C1694
NORTH DEVON PSA	C1291
NORTH DURHAM PSA	C1583
NORTH EAST SUFFOLK MAGISTRATES' COURT	C2863
NORTH HERTFORDSHIRE	C1889
NORTH LINCOLNSHIRE (SCUNTHORPE)	C1903A
NORTH LONSDALE	C1372
NORTH PEMBROKESHIRE	C3139
NORTH SHIELDS	C2852A
NORTH SOMMERSET (WOODSPRING)	C1023
NORTH STAFFORDSHIRE (STOKE-ON-TRENT)	C2791
NORTH STAFFORDSHIRE MAGISTRATES' COURT	C2798
NORTH WALSHAM	C1444A
NORTH WEST GWENT	C3209
NORTH WEST WILTSHIRE PSA	C3026
NORTH WITCHFORD	C1167A
NORTHALLERTON	C2543C
NORTHAMPTON	C2325
NORTHERN OXFORDSHIRE PSA (BANBURY)	C2775
NORTHWICH	C1179A
NORWICH	C1445
NOTTINGHAM	C2568
NRTH SEFTON	C6269
NTH & E. SURREY DIVISION	C2845
NTH &E. SURREY DIVISION	C2849
NTH. LONSDALE	C1398B
NTH. WEST SURREY DIVISION	C2846
NUNEATON	C2896
OKEHAMPTON	C1495A
OLDHAM	C1734
ORMSKIRK	C2003
OSWESTRY	C3277
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OXFORD CT.	C2777A
PENRITH (EDEN PSA)	C1384A
PENWITH (PENZANCE)	C1272
PETERBOROUGH	C1162
PETERSFIELD	C1780B
PICKERING	C2546B
PIREHILL NORTH	C2797B
PLYMOUTH	C1484
PLYMOUTH DISTRICT PSA	C1290
POCKLINGTON	C1905B
PONTEFRACT	C2994A
PONTYPOOL	C3208E
POOLE	C1505
PORT TALBOT	C3359B
PORTSMOUTH (SOUTH EAST HAMPSHIRE)	C1782
PRESTATYN	C3061B
PRESTON	C2005
PUDSEY	C2990A
PWLLHELI	C3231
PYDAR (NEWQUAY)	C1274
RADNORSHIRE & N.BRECKNOCK	C3351
RAMSGATE (THANET)	C1968B
READING (READING AND SONNING)	C1076
REDDITCH	C1840B
REEDLEY(BURNLEY & PENDLE)	C2011B
REIGATE	C2847A
RHUDDLAN (PRESTATYN) (PSD DELETED)	C3057
RIBBLE VALLEY (B'BURN/DAR/RV)	C2012C
RICHMOND (N. YORKS)	C2545A
RINGWOOD	C1779C
RIPON LIBERTY	C2534
ROCHDALE	C1736
ROCHFORD & SOUTHEND-ON-SEA	C5629
ROSSENDALE	C2006
ROTHERHAM	C2772
RUGBY DIVISION	C2897
RUGELEY	C2788
RUNCORN	C1177A
RUTLAND (PSD DELETED)	C2046
RYE	C1595B
S.THAMESIDE	C1748B
SAFFRON WALDON	C1623
SALFORD	C1738
SALFORD (CITY OF SALFORD)	C1747B
SALISBURY	C3023
SAXMUNDHAM	C2863C
SAXMUNDHAM	C6831
SCARBOROUGH	C2536

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SE STAFFORDSHIRE (LICHFIELD & TAMWORTH)	C2860
SEDGEFIELD (NEWTON AYCLIFFE)	C1581
SEDGEMOOR	C2706
SEISDON	C2789
SELBY	C2537
SETTLE	C2538C
SEVENOAKS (WEST KENT)	C1963A
SEVERNMINSTER(KIDDERMINSTER)	C1842A
SHAFTESBURY	C1513
SHEFFIELD	C2773
SHERBORNE (WEST DORSET)	C1516C
SHERBOURNE	C1507A
SHREWSBURY	C3279
SKEGNESS	C2082
SKIPTON	C2538A
SKYRACK & WETHERBY	C2991
SLEAFORD	C2080
SOLIHULL	C2916
SOUTH AND MIDDLE HOLDERNESS(WITHERNSEA)	C1902A
SOUTH CHESHIRE	C1187
SOUTH DEVON PSA	C1293
SOUTH DURHAM PSA	C1584
SOUTH EAST CORNWALL	C1280
SOUTH EAST NORTHUMBERLAND	C2349
SOUTH EAST SUFFOLK	C2866
SOUTH EAST SURREY	C2856
SOUTH EAST SURREY(REDHILL)	C2856A
SOUTH EAST WILTSHIRE PSA	C3027
SOUTH GLOUCESTERSHIRE	C1693
SOUTH HAMS (TOTNES)	C1496C
SOUTH HEREFORDSHIRE	C1841C
SOUTH LAKELAND PSA (KENDAL/STH CUMBRIA)	C1323
SOUTH LAKES	C1381
SOUTH MOLTON	C1494B
SOUTH OXON[ABINGDON/DIDCOT/WANTAGE]	C2774
SOUTH PEMBROKESHIRE	C3142
SOUTH RIBBLE(LEYLAND)	C2007
SOUTH SEFTON (BOOTLE)	C2270
SOUTH SHIELDS	C2853A
SOUTH SOMERSET	C2714
SOUTHAMPTON	C1775A
SOUTHAMPTON.	C1775
SOUTHEND ON SEA(S-EAST ESSEX)	C1629
SOUTHERN DERBYSHIRE PSA	C1431
SOUTHPORT AND CROSBY	C2269A
SPROATLEY	C1902B
ST HELENS	C2268

Court Name	ID
ST.EDMUNDSBURY & STOWMARKET	C2865
ST.EDMUNDSBURY (PSD DELETED)	C2832
STAFF. MOORLANDS DIVISION PSD	C2796
STAFFORD	C2790
STAFFORD	C2795A
STAINES & SUNBURY	C2845B
STEYNING	C2934
STH WARWICKSHIRE (STRATFORD)	C2902
STH. EAST SURREY DIVISION	C2847
STH. WEST SURREY DIVISION	C2848
STOCKPORT	C1739
STOCKTON HEATH	C1180B
STOKESLEY	C2543D
STOURBRIDGE	C2913
STOURBRIDGE & HALESOWEN	C2912
STOWMARKET (PSD DELETED)	C2833
SUDBURY (PSD DELETED)	C2828
SUNDERLAND	C2855
SUSSEX (CENTRAL) PSA (BRIGHTON)	C2950
SUSSEX (EASTERN) PSA (EASTBOURNE)	C2948
SUSSEX (NRTH) (CRAWLEY/HORSHAM/MID-SSX)	C2947
SUSSEX (WESTERN) (WORTHING)	C2949
SUTTON COLDFIELD	C2909
SWADLINCOTE	C1427B
SWAFFHAM & DEREHAM	C1442A
SWANSEA	C3360A
SWINDON	C3015
TAMWORTH	C2793
TAUNTON & WEST SOMERSET	C2709
TAVISTOCK	C1495B
TEESSIDE	C1249
TEIGNBRIDGE (NEWTON ABBOT)	C1488
TELFORD	C3282
TENBY MAGISTRATES COURT	C3142B
TENDRING	C1625
TEWKESBURY (N. GLOS)	C1696B
THAME (THAME & HENLEY)	C2778A
THETFORD	C1442B
THIRSK	C2543A
THORNE	C2771B
TIVERTON	C1489
TONBRIDGE	C1965B
TORBAY (TORQUAY)	C1490
TOSELAND	C1168B
TOWCESTER	C2327
TRAFFORD (SALE)	C1742
TREDEGAR	C3201A

Court Name	ID
TROWBRIDGE	C3024
TRURO & SOUTH POWDER	C1282
TUNBRIDGE WELLS	C1966A
TYNEDALE	C2346
UPPER RHYMNEY VALLEY	C3267
USK	C3208F
UTTOXETER	C2795D
VALE OF GLAMORGAN	C3349
WAKEFIELD	C2995
WALSALL	C2918
WALSALL & ALDRIDGE	C2917
WANTAGE (AB/DID/WANT)	C2774C
WAREHAM	C1509
WAREHAM (DORSET)	C1515C
WARLEY	C2914
WARRINGTON (ARPLEY ST)	C1180C
WARRINGTON (WINMARLEIGH ST)	C1180A
WARWICKSHIRE PSA (NUNEATON/RUGBY)	C2904
WASHINGTON	C2854B
WATFORD	C1886
WELLINGBOROUGH	C2328
WELLS	C2715B
WELSHPOOL	C3346
WELSHPOOL	C3352B
WEST ALLerdale AND KESWICK	C1325
WEST ALLerdale(WORKINGTON)	C1379
WEST BROMWICH	C2915
WEST CORNWALL PSA	C1288
WEST DORSET PSA	C1523
WEST HERFORDSHIRE (WATFORD/DACORUM)	C1893
WEST KENT	C1963
WEST MALLING	C1965A
WEST SOMERSET (MINEHEAD)	C2711
WEST SUFFOLK	C2867
WESTON-SUPER-MARE	C1023B
WEYMOUTH & PORTLAND	C1510
WHITBY STRAND	C2540
WHITCHURCH	C3275B
WHITEHAVEN	C1375
WHITLEY BAY	C2852C
WIDNES	C1177B
WIGAN	C1746
WIGAN AND LEIGH (ACTIVE01/01/03 -)1/0	C1749
WIGTON	C1376
WIMBORNE	C1511
WIMBORNE (CENTRAL DORSET)	C1515D
WINCHESTER	C1781C
WINDSOR	C1074

Court Name	ID
WIRRAL	C2271
WIRRAL JUVENILE	C6271
WISBECH	C1167B
WITNEY, OXON.	C2779
WOKING	C2846B
WOLVERHAMPTON	C2919
WOODSTOCK	C2701
WORCESTER(SOUTH WORCESTERSHIRE)	C1843D
WORCESTER(SOUTH WORCESTERSHIRE)	C1843C
WORKSOP	C2560
WORKSOP & RETFORD PSA	C2569
WORTHING	C2935
WORTHING AND DISTRICT	C2937
WREXHAM MAELOR	C3058
WYCOMBE (WYCOMBE & B'FIELD)	C1130B
YNYS MON/ANGLESEY	C3238
YORK	C2541
YSTRADGYNLAIS	C3350B
YSTRADGYNLAIS (PSD DELETED)	C3340

Annex C – Prison ID codes

If the location you provide advice at is not included on this list please use the code for the nearest prison.

Prison Location	Code
ACKLINGTON	AKCM
ALBANY	ALCM
ALTCOURSE	ACAM
ASHFIELD	ASKM
ASHWELL	AWCM
ASKHAM GRANGE	AGDF
AYLESBURY	AYIM
BEDFORD	BFBM
BELMARSH	BAAM
BIRMINGHAM	BMBM
BLANTYRE HOUSE	BHCM
BLUNDESTON	BDCM
BRINSFORD	BSAM
BRISTOL	BLAM
BRIXTON	BXBM
BRONZEFIELD	BZAF
BUCKLEY HALL	BCCM
BULLINGDON	BNAM
BULLWOOD HALL	BUCM
BURE	BRCM
CAMP HILL	CHCM
CANTERBURY	CYCM
CARDIFF	CFBM
CASTINGTON	CSAM
CHANNINGS WOOD	CWCM
CHELMSFORD	CDAM
COLDINGLEY	CLCM
COOKHAM WOOD	CKLM
DARTMOOR	DACM
DEERBOLT	DTIM
DONCASTER	DNAM
DORCHESTER	DRAM
DOVEGATE	DGCM
DOVER(IRC)	DVAM
DOWNVIEW	DWBF
DRAKE HALL	DHDF
DURHAM	DMBM
EAST SUTTON PARK	ESDF
EASTWOOD PARK	EWBF
EDMUND'S HILL	NECM
ELMLEY	EYAM
ERLESTOKE	EECM

Prison Location	Code
EVERTHORPE	EVCM
EXETER	EXAM
FEATHERSTONE	FSCM
FELTHAM	FMAM
FORD	FDDM
FOREST BANK	FBAM
FOSTON HALL	FHBF
FRANKLAND	FKCM
FULL SUTTON	FNCM
GARTH	GHCM
GARTREE	GTCM
GLEN PARVA	GPAM
GLoucester	GLBM
GRENDON	GNCM
GUYS MARSH	GMCM
HASLAR(IRC)	HRAM
HAVERIGG	HVCM
HEWELL	HEBM
HIGHDOWN	HOAM
HIGHPOINT SOUTH	HPCM
HINDLEY	HIIM
HOLLESLEY BAY	HBDM
HOLLOWAY	HYBF
HOLME HOUSE	HHBM
HULL	HLAM
HUNTERCOMBE	HCLM
KENNET	KTCM
KINGSTON	PTCM
KIRKHAM	KMDM
KIRKLEVINGTON	KVCM
LANCASTER CASTLE	LACM
LANCASTER FARMS	LFAM
LATCHMERE HOUSE	LMCM
LEEDS	LEBM
LEICESTER	LCBM
LEWES	LWAM
LEYHILL	LYDM
LINCOLN	LIBM
LINDHOLME(IRC)	LHAM
LITTLEHEY	LTCM
LIVERPOOL	LPBM
LONG LARTIN	LLCM
LOW NEWTON	LNBF
LOWDHAM GRANGE	LGCM
MAIDSTONE	MSCM
MANCHESTER	MRBM
MOORLAND (CLOSED)	MDCM

Prison Location	Code
MOORLAND (OPEN)	HDDM
MORTON HALL	MHCF
MOUNT	MTCM
NEW HALL	NHBF
NORTH SEA CAMP	NSDM
NORTHALLERTON	NNIM
NORWICH	NWAM
NOTTINGHAM	NMBM
ONLEY	ONCM
PARC	PRAM
PARKHURST	PKCM
PENTONVILLE	PVBM
PETERBOROUGH	PBBM
PORTLAND	PDIM
PRESCOED	UKDM
PRESTON	PNBM
RANBY	RNCM
READING	RDAM
RISLEY	RSCM
ROCHESTER	RCIM
RYE HILL	RHCM
SEND	SDCF
SHEPTON MALLET	SMCM
SHREWSBURY	SYBM
SPRING HILL	GNDM
STAFFORD	SFCM
STANDFORD HILL	EHDM
STOCKEN	SKCM
STOKE HEATH	SHIM
STYAL	STCF
SUDBURY	SUDM
SWALESIDE	SLCM
SWANSEA	SWBM
SWINFEN HALL	SNCM
THORN CROSS	TCDM
USK	UKVM
VERNE	VECM
WAKEFIELD	WDCM
WANDSWORTH	WWBM
WARREN HILL	WIKM
WAYLAND	WLCM
WEALSTUN	WECM
WELLINGBOROUGH	WBCM
WERRINGTON	WNLM
WETHERBY	WYKM
WHATTON	WTVM
WHITEMOOR	WRCM
WINCHESTER	WCBM
WOLDS	WOCM
WOODHILL	WHAM
WORMWOOD	WSBM
WYMOTT	WMCM

Annex D – Criminal Matter Type Code Descriptions

1. Offences against the person

- Assault (common) (Criminal Justice Act 1988 s.39)
- Battery (common) (Criminal Justice Act 1988 s.39)
- Assault occasioning actual bodily harm (Offences against the Person Act 1861 s.47)
- Wounding or inflicting grievous bodily harm (Offences against the Person Act 1861 s.20)
- Wounding or causing grievous bodily harm with intent (Offences against the Person Act 1861 s.18)
- Making threats to kill (Offences against the Person Act 1861 s.16)
- Racially aggravated assaults (Crime and Disorder Act 1998 s.29(1))
- Assault on constable in execution of duty (Police Act 1996 s.89)
- Resisting or wilfully obstructing constable (Police Act 1996 s.89)
- Assault with intention to resist arrest (Offences against the Person Act 1861 s.38)
- Attempting to choke, suffocate, strangle etc, (Offences against the Person Act 1861 s.21)
- Endangering the safety of railway passengers (Offences against the Person Act 1861 s.32, 33, 34)
- Causing bodily injury by explosives (Offences against the Person Act 1861 s.28)
- Using gunpowder to explode, or sending to any person an explosive substance, or throwing corrosive fluid on a person, with intent to grievous bodily harm (Offences against the Person Act 1861 s.29)
- Placing explosives etc., with intent to do bodily injury to any person (Offences against the Person Act 1861 s.30)
- Making or having gunpowder etc., with intent to commit or enable any person to commit a felony (Offences against the Person Act 1861 s.64)
- Causing miscarriage by poison, instrument (Offences against the Person Act 1861 s.58)
- Supplying instrument etc. to cause miscarriage (Offences against the Person Act 1861 s.59)
- Concealment of birth (Offences against the Person Act 1861 s.60)
- Administering chloroform, laudanum etc. (Offences against the Person Act 1861 s.22)
- Administering poison etc. so as to endanger life (Offences against the Person Act 1861 s.23)
- Administering poison with intent to injure etc. (Offences against the Person Act 1961 s.24)
- Circumcision of females (Prohibition of Female Circumcision Act 1985 s.1)
- Kidnapping (common law)
- Hostage taking (Taking of Hostages Act 1982 s.1)
- False imprisonment (common law)
- Torture (Criminal Justice Act 1988 s.134)

2. Homicide and related grave offences

- Murder (common law)
- Manslaughter (common law)

- Causing death by dangerous driving (Road Traffic Act 1991 s.1)
- Causing death by careless driving while under the influence of drink or drugs (Road Traffic Act 1988 s.3A)
- Aggravated vehicle taking resulting in death (Theft Act 1968 s.12A)
- Killing in pursuance of suicide pact (Homicide Act 1957 s.4)
- Complicity to suicide (Suicide Act 1961 s.2)
- Soliciting to murder (Offences against the Person Act 1861 s.4)
- Child destruction (Infant Life (Preservation) Act 1929 s.1(1))
- Infanticide (Infanticide Act 1938 s.1 (1))
- Abortion (Offences against the Person Act 1861 s.58)
- Supplying or procuring means for abortion (Offences against the Person Act 1861 s.59)
- Concealment of birth (Offences against the Person Act 1861 s.60)

Firearms Offences

- Possession of firearm without certificate (Firearms Act 1968 s.1)
- Possession or acquisition of shotgun without certificate (Firearms Act 1968 s.2)
- Dealing in firearms (Firearms Act 1968 s.3)
- Shortening of shotgun or possession of shortened shotgun (Firearms Act 1968 s.4)
- Possession or acquisition of certain prohibited weapons etc. (Firearms Act 1968 s.5)
- Possession of firearm with intent to injure / endanger life (Firearms Act 1968 s.16)
- Possession of firearm or imitation firearm with intent to cause fear of violence (Firearms Act 1968 s.16A)
- Use of firearm to resist arrest (Firearms Act 1968 s.17)
- Possession of firearm with criminal intent (Firearms Act 1968 s.18)
- Carrying loaded firearm in public place (Firearms Act 1968 s.19)
- Possession of firearm without certificate (Firearms Act 1968 s.19)
- Trespassing with a firearm (Firearms Act 1968 s.20)
- Possession of firearms by person convicted of crime (Firearms Act 1968 s.21(4))
- Acquisition by or supply of firearms to person denied them (Firearms Act 1968 s.21 (5))
- Failure to comply with certificate when transferring firearm (Firearms Act 1968 s.42)
- Shortening of smooth bore gun (Firearms Amendment Act 1988 s.6(1))

Prison Offences

- Permitting an escape (common law)
- Rescue (common law)
- Escape (common law)
- Escaping from lawful custody without force (common law)
- Breach of prison (common law)
- Prison mutiny (Prison Security Act 1992 s.1)
- Assaulting prison officer whilst possessing firearm etc. (Criminal Justice Act 1991 s.90)
- harbouring escaped prisoners (Criminal Justice Act 1961 s.22)
- Assisting prisoners to escape (Prison Act 1952 s.39) Terrorist Offences
- Offences under the Terrorism Act 2000
- Offences against international protection of nuclear material (Nuclear Material (Offences) Act 1983 s.2)
- Offences under the Northern Ireland (Emergency Provisions) Act 1991

3. Sexual offences and offences against children

- Offences under the Sexual Offences Act 2003

- Child abduction by connected person (Child Abduction Act 1984 s.1)
- Child abduction by other person (Child Abduction Act 1984 s.2)
- Keeping brothel and related offences (Sexual Offences Act ss. 33, 34, 35, and 36)
- Keeping a disorderly house (common law: Disorderly Houses Act 1751 s.8)
- Soliciting (Street Offences Act 1959 s.1)
- Taking, having etc. indecent photographs of children (Protection of Children Act 1978 s.1)
- Sexual intercourse with patients (Mental Health Act 1959 s.128)
- Ill treatment of persons of unsound mind (Mental Health Act 1983 s.127)
- Bigamy (Offences against the Person Act 1861 s.57)
- Abuse of position of trust (Sexual Offences (Amendment) Act 2000 s.3)
- Abandonment of children under two (Offences against the Person Act 1861 s.27)
- Cruelty to persons under 16 (Children and Young Persons Act 1933 s.1)

4. Robbery

- Robbery (Theft Act 1968 s.8(1))
- Armed robbery (Theft Act 1968 s.8(1))
- Assault with weapon with intent to rob (Theft Act 1968 s.8(2))

5. Burglary

- Burglary (domestic) (Theft Act 1968 s.9 (3)(a))
- Going equipped to steal (Theft Act 1968 s.25)
- Burglary (non-domestic) (Theft Act 1968 s.9(3)(b))
- Aggravated burglary (Theft Act 1968 s.10)

6. Criminal Damage and Arson

- Criminal Damage (Criminal Damage Act 1971 s.1(1))
- Destroying or damaging property with the intention or recklessness as to endanger life (Criminal Damage Act 1971 s.1(2))
- Aggravated criminal damage (Criminal Damage Act 1971 s.1(2))
- Threats to destroy or damage property (Criminal Damage Act 1971 s.2)
- Racially aggravated criminal damage (Crime and Disorder Act 1998 s.30)
- Possessing anything with intent to destroy or damage property (Criminal Damage Act 1971 s.3)
- Possessing bladed article / instrument (Criminal Justice Act 1988 s.139)
- Prohibition of the carrying of offensive weapons without lawful authority or reasonable excuse (Prevention of Crime Act 1953 s.1)
- Arson (Criminal Damage Act 1971 s.1(3))
- Aggravated arson (Criminal Damage Act 1971) s.1(2), (3))
- Racially aggravated arson (Crime and Disorder Act 1998 s.30)

7. Theft (including taking vehicle without consent)

- Theft (Theft Act 1968 s.1)
- Taking conveyance without authority (Theft Act 1968 s.12)
- Taking or riding a pedal cycle without authority (Theft Act 1968 s.12(5) and s.12(6))
- Aggravated vehicle taking (Theft Act 1968 s.12A)
- Handling stolen goods (Theft Act 1968 s.22)
- Receiving property by another's mistake (Theft Act 1968 s.5(4))
- Removal of articles from places open to the public (Theft Act 1968 s.11)
- Abstraction of electricity (Theft Act 1968 s.13)
- Making off without payment (Theft Act 1978 s.3)

8. Fraud, Forgery and other Offences of Dishonesty

- Fraud (common law)
- Forgery (Forgery and Counterfeiting Act 1981 s.1)
- Copying a false instrument (Forgery and Counterfeiting Act 1981 s.2)
- Using a false statement (Forgery and Counterfeiting Act 1981 s.3)
- Using a copy of a false instrument (Forgery and Counterfeiting Act 1981 s.4)
- Custody or control of false instruments etc. (Forgery and Counterfeiting Act 1981 s.5)
- Offences relating to money orders, share certificates, passports etc, etc. (Forgery and Counterfeiting Act 1981 s.5)
- Counterfeiting notes and coins (Forgery and Counterfeiting Act 1981 s.14)
- Passing, etc. counterfeiting notes and coins (Forgery and Counterfeiting Act 1981 s.15)
- Offences involving the custody/control of counterfeit notes and coins (Forgery and Counterfeiting Act 1981 s.16)
- Making, custody or control of counterfeiting materials etc. (Forgery and Counterfeiting Act 1981 s.175)
- Illegal importation: Counterfeit notes or coins (Customs and Excise Management Act 1979 s.50)
- Offences involving the making/custody/control of counterfeiting materials and implements (Forgery and Counterfeiting Act 1981 s.17)
- Reproducing British currency (Forgery and Counterfeiting Act 1981 s.18)
- Offences in making, etc., imitation of British coins (Forgery and Counterfeiting Act 1981 s.19)
- Prohibition of importation of counterfeit note and coins (Forgery and Counterfeiting Act 1981 s.20)
- Prohibition of exportation of counterfeit notes and coins (Forgery and Counterfeiting Act 1981 s.21)
- Destruction of registers of births etc. (Forgery Act 1861 s.36)
- Making false entries in copies of registers sent to register (Forgery Act 1861 s.37)
- Fraudulent evasion: counterfeit notes or coins (Customs and Excise Management Act 1979 s.170 (2)(b), (c))
- Obtaining services by deception (Theft Act 1978 s.1)
- Evasion of liability by deception (Theft Act 1978 s.2)
- Obtaining property by deception (Theft Act 1968 s.15)
- Obtaining a money transfer by deception (Theft Act 1968 s.15A)
- Obtaining pecuniary advantage by deception (Theft Act 1968 s.16)
- False accounting (Theft Act 1968 s.17)
- Liability of company officers for offences of deception committed by the company (Theft Act 1968 s.18)
- False statements by company directors (Theft Act 1968 s.19)
- Suppression, etc. of documents (Theft Act 1968 s.20)
- Procuring execution of a valuable security by deception (Theft Act 1968 s.20)
- Advertising rewards for return of goods stolen or lost (Theft Act 1968 s.23)
- Dishonestly retaining a wrongful credit (Theft Act 1968 s.24A)
- Fraudulent use of telecommunication system (Telecommunications Act 1984 s.42)
- Possession or supply of anything for fraudulent purpose in connection with use of telecommunication system (Telecommunications Act 1984 s.42A)
- Offences under the Companies Act 1985
- Insider dealing (Criminal Justice Act 1993 s.52)
- False declarations of insolvency in voluntary liquidations (Insolvency Act 1986 s.89)
- Concealment of property and failure to account for losses (Insolvency Act 1986 s.354)

- Concealment or falsification of books and papers (Insolvency Act 1986 s.355)
- False statements (Insolvency Act 1986 s.356)
- Fraudulent disposal of property (Insolvency Act 1986 s.357)
- Absconding with property (Insolvency Act 1986 s.358)
- Fraudulent dealing with property obtained on credit (Insolvency Act 1986 s.359)
- Undischarged bankrupt concerned in a company (Insolvency Act 1986 s.360)
- Failure to keep proper business accounts (Insolvency Act 1986 s.361)
- Misleading statements and practices (Financial Services Act 1986 s.47)
- Fraudulent inducement to make a deposit (Banking Act 1987 s.35(1))
- Counterfeiting customs documents (Customs and Excise Management Act 1979 s.168)
- Offences in relation to dies or stamps (Stamp Duties Management Act 1891 s.13)
- Counterfeiting of dies or marks (Hallmarking Act 1973 s.6)
- Fraudulent application of trademark (Trade Marks Act 1938 s.58A)
- False application or use of trademarks (Trade Marks Act 1994 s.92)
- Forgery of driving documents (Road Traffic Act 1960 s.233)
- Forgery and misuse of driving documents (Public Passenger Vehicles Act 1981 s.65)
- Forgery etc. of licenses and other documents (Road Traffic Act 1988 s.173)
- Mishandling or falsifying parking documents (Road Traffic Regulations Act 1984 s.115)
- Forgery, Alteration etc. of documents etc. (Goods Vehicles (Licensing of Operators) Act 1995 s.38)
- False records or entries relating to driver's hours (Transport Act 1968 s.99)
- Forgery, alteration, fraud of licences etc. (Vehicle (Excise) Act 1971 s.26)
- Forgery, alteration etc. of licenses, marks, trade plates etc (Vehicle Excise and Registration Act 1994 ss.44 and 45)
- Forgery of documents etc.: Motor vehicles (EC Type approval) Regulations 1992, reg. 11(1) and motor cycles etc. (EC Type approval) Regulations 1999, reg. 20(1)
- Fraudulent evasion of agricultural levy (Customs and Excise Management Act 1979 s.68A (1) and (2))
- Evasion of duty (Customs and Excise Management Act 1979 s.170)
- Trade description offences (9 offences) (Trade Descriptions Act 1968 ss.1, 8, 9, 12, 13, 14, 18)
- VAT offences (VAT Act 1994)

9. Public order offences

- Breach of any order made by a court
- Causing explosion likely to endanger life or property (Explosive Substances Act 1883 s.2)
- Attempt to cause explosion, making or keeping explosive etc. (Explosive Substances Act 1883 s.3)
- Making or possession of explosive under suspicious circumstances (Explosive Substances Act 1883 s.4)
- Bomb Hoaxes (Criminal Law Act 1977 s.51)
- Contamination of goods with intent (Public Order Act 1986 s.38)
- Placing wood etc. on railway (Malicious Damage Act 1861 s.35)
- Exhibiting false signals etc. (Malicious Damage Act 1861 s.47)
- Perjuries (7 offences) (Perjury Act 1911 s.1–7(2))
- Offences akin to perjury: False testimony of unsworn child witnesses in criminal proceedings (Children and Young Persons Act 1933 s.38)
- Perverting the course of public justice (common law)
- Public nuisance (common law)
- Contempt of court (common law)

- Blackmail (Theft Act 1968 s.21)
- Corrupt transactions with agents (Prevention of Corruption Act 1906 s.1)
- Corruption (common law)
- Corruption in public office (Public Bodies Corrupt Practices Act 1889 s.1)
- Embracery (common law)
- Fabrication of evidence with intent to mislead a tribunal (common law)
- Personation of jurors (common law)
- Concealing an arrestable offence (Criminal Law Act 1967 s.5)
- Assisting offenders (Criminal Law Act 1967 s.4(1))
- False evidence before European Court (European Communities Act 1972 s.11)
- Intimidating a witness, juror etc. (Criminal Justice and Public Order Act 1994 s.51(1))
- Harming, threatening to harm a witness, juror etc. (Criminal Justice and Public Order Act 1994 s.51(2))
- Ticket touts (Criminal Justice and Public Order Act 1994 s.166)
- Prejudicing a drug trafficking investigation (Drug Trafficking Act 1994 s.58(1))
- Giving false statements to procure cremation (Cremation Act 1902 s.8(2))
- False statement tendered under section 9 of the Criminal Justice Act 1967 (Criminal Justice Act 1967 s.89)
- False statement tendered under section 102 of the Magistrates' Courts Act 1980 (Magistrates' Courts Act 1980 s.106)
- Making a false statement to obtain or resist interim possession order (Criminal Justice and Public Order Act 1994 s.75)
- Making false statement to authorised officer (Trade Descriptions Act 1968 s.29(2))
- Riot (Public Order Act 1986 s.1)
- Violent disorder (Public Order Act 1986 s.2)
- Affray (Public Order Act 1986 s.3)
- Fear or provocation of violence (Public Order Act 1986 s.4)
- Intentional harassment, alarm, or distress (Public Order Act 1986 s.4A)
- Harassment, alarm or distress (Public Order Act 1986 s.5)
- Harassment of debtors (Administration of Justice Act 1970 s.40)
- Offence of harassment (Protection from Harassment Act 1997 s.1 and 2)
- Putting people in fear of violence (Protection from Harassment Act 1997 s.4)
- Breach of restraining order/injunction (Protection from Harassment Act 1997 ss.3 and 5)
- Racially aggravated public order offences (Crime and Disorder Act 1998 s.31)
- Racially aggravated harassment etc. (Crime and Disorder Act 1998 s.32)
- Using words or behaviour or displaying written material stirring up racial hatred (Public Order Act 1986 s.18)
- Publishing or distributing written material stirring up racial hatred (Public Order Act 1986 s.19)
- Public performance of play stirring up racial hatred (Public Order Act 1986 s.20)
- Distributing, showing or playing a recording stirring up racial hatred (Public Order Act 1986 s.21)
- Broadcasting programme stirring up racial hatred (Public Order Act 1986 s.22)
- Possession of written material or recording stirring up racial hatred (Public Order Act 1986 s.23)
- Possession of offensive weapon (Prevention of Crime Act 1953 s.1)
- Possession of bladed article (Criminal Justice Act 1988 s.139)
- Criminal libel (common law)
- Blasphemy and blasphemous libel (common law)
- Sedition
- Indecent display (Indecent Displays (Control) Act 1981 s.1)
- Presentation of obscene performance (Theatres Act 1968 s.2)

- Obstructing railway or carriage on railway (Malicious Damage Act 1861 s.36)
- Obscene articles intended for publication for gain (Obscene Publications Act 1964 s.1)
- Offences of publication of obscene matter (Obscene Publications Act 1959 s.2)
- Agreeing to indemnify sureties (Bail Act 1976 s.9 (1))
- Absconding by person released on bail (Bail Act 1976 s.6(1), (2))
- Personating for purposes of bail etc. (Forgery Act 1861 s.34)
- Sending prohibited articles by post (Post Office Act 1953 s.11)
- Impersonating Customs officer (Customs and Excise Management Act 1979 s.3)
- Obstructing Customs officer (Customs and Excise Management Act 1979 s.16)
- Penalty on keepers of refreshment houses permitting drunkenness, disorderly conduct, or gaming, etc., therein (Metropolitan Police Act 1839 s.44)
- Penalty on persons found drunk (Licensing Act 1872 s.12)
- Drunkenness in a public place (Criminal Justice Act 1967 s.91)
- Drunk in a late night refreshment house (Late Night Refreshment Houses Act 1969 s.9(4))
- Drunk while in charge of a child (Licensing Act 1902 s.2(1))
- Drunk on an aircraft (Air Navigation Order 2000 and Civil Aviation Act (SI 2000 No. 1562), art. 65 (1))
- Intimidation or annoyance by violence or otherwise (Trade Union and Labour Relations (Consolidation) Act 1992 s.241) Offences affecting security
- Offences under the Official Secrets Act 1911, 1920 and 1989
- Unlawful interception of communications by public and private systems (Regulation of Investigatory Powers Act 2000 s.1)
- Disclosure of telecommunication messages (Telecommunications Act 1984 s.45)
- Incitement to disaffection (Incitement to Disaffection Act 1934 ss.1 and 2)

10. Drug Offences

- Restriction of importation and exportation of controlled drugs (Misuse of Drugs Act s.3)
- Producing or supplying a Class A, B or C drug (Misuse of Drugs Act 1971 s.4)
- Possession of controlled drugs (Misuse of Drugs Act 1971 s.5(2))
- Possession of a Class A, B or C drug with intent to supply (Misuse of Drugs Act 1971 s.5(3))
- Cultivation of cannabis plant (Misuse of Drugs Act 1971 s.6)
- Occupier knowingly permitting drugs offences etc. (Misuse of Drugs Act 1971 s.8)
- Activities relating to opium (Misuse of Drugs Act 1971 s.9)
- Prohibition of supply etc., of articles for administering or preparing controlled drugs (Misuse of Drugs Act 1971 s.9A)
- Offences relating to the safe custody of controlled drugs (Misuse of Drugs Act 1971 s.11)
- Practitioner contravening drug supply regulations (Misuse of Drugs Act 1971 ss.12 and 13)
- Incitement (Misuse of Drugs Act 1971 s.19)
- Assisting in or inducing commission outside United Kingdom of offence punishable under a corresponding law (Misuse of Drugs Act 1971 s.20)
- Powers of entry, search and seizure (Misuse of Drugs Act 1971 s.23)
- Illegal importation of Class A, B or C drugs (Customs and Excise Management Act 1979 s.50)
- Fraudulent evasion of controls on Class A, B or C drugs (Customs and Excise Management Act 1979 s.170 (2)(b)(c))
- Failure to disclose knowledge or suspicion of money laundering (Drug Trafficking Offences Act 1986 s.26B)

- Tipping-off in relation to money laundering investigations (Drug Trafficking Offences Act 1986 s.26C)
- Offences in relation to proceeds of drug trafficking (Drug Trafficking Act 1994 ss.49, 50 and 51)
- Offences in relation to money laundering investigations (Drug Trafficking Act 1994 ss.52 and 53)
- Manufacture and supply of scheduled substances (Criminal Justice (International Co-operation) Act 1990 s.12)
- Drug Trafficking offences at sea (Criminal Justice (International Co-operation) Act 1990 s.18)
- Ships used for illicit traffic (Criminal Justice (International Cooperation) Act 1990 s.19)
- Making and preserving records of production and supply of certain scheduled substances (Controlled Drugs (Substances Useful for Manufacture) Regulations 1991)
- Supply of intoxicating substance (Intoxicating Substances (Supply) Act 1985 s.1)

11. Driving and motor vehicle Offences (other than those covered by codes 1, 6 & 7)

- Dangerous driving (Road Traffic Act 1988 s.2)
- Careless, and inconsiderate driving (Road Traffic Act 1988 s.3)
- Driving, or being in charge, when under the influence of drink or drugs (Road Traffic Act 1988 s.4)
- Driving or being in charge of a motor vehicle with excess alcohol (Road Traffic Act 1988 s.5)
- Breath tests (Road Traffic Act s.6)
- Provision of specimens for analysis (Road Traffic Act s.7)
- Motor racing on highways (Road Traffic Act 1988 s.12)
- Leaving vehicle in dangerous position (Road Traffic Act 1988 s.22)
- Causing danger to road users (Road Traffic Act 1988 s.22A)
- Restriction of carriage of persons on motor cycles (Road Traffic Act 1988 s.23)
- Failing to stop at school gate (Road Traffic Act 1988 s.28)
- Failure to comply with indication given by traffic sign (Road Traffic Act 1988 s.36)
- Directions to pedestrians (Road Traffic Act 1988 s.37)
- Using vehicles in dangerous condition (Road Traffic Act 1988 s.40A)
- Contravention of construction and use regulations (Road Traffic Act 1988 s.41A)
- Using etc. motor vehicle without test certificate (Road Traffic Act 1988 s.47)
- Driving otherwise than in accordance with a licence (Road Traffic Act 1988 s.87)
- Driving after refusal or revocation of licence (Road Traffic Act 1988 s.94A)
- False declaration as to physical fitness (Road Traffic Act 1988 s.92)
- Failure to notify disability (Road Traffic Act 1988 s.94)
- Driving with uncorrected defective eyesight (Road Traffic Act 1988 s.96)
- Driving while disqualified (Road Traffic Act 1988 s.103)
- Using etc. motor vehicle without insurance (Road Traffic Act 1988 s.143)
- Failure to produce driving licence, insurance etc (Road Traffic Offenders Act 1988 s.27)
- Failure to give, or giving false, name and address in case of dangerous or careless or inconsiderate driving or cycling (Road Traffic Act 1988 s.168)
- Pedestrian contravening constable's direction to stop to give name and address (Road Traffic Act 1988 s.169)
- Failing to stop and failing to report accident (Road Traffic Act 1988 s.170)
- Duty of owner of motor vehicle to give information for verifying compliance with requirement of compulsory insurance or security (Road Traffic Act 1988 s.171)

- Duty to give information as to identity of driver etc., in certain circumstances (Road Traffic Act 1988 s.172)
- Pedestrian crossing regulations (Road Traffic Regulation Act 1984 s.25)
- Street playgrounds (Road Traffic Regulation Act 1984 s.29)
- Speeding (Road Traffic Regulation Act 1984 s.89)
- Wanton or furious driving (Offences against the Person Act 1861 s.35)
- Interference with vehicles (Criminal Attempts Act 1981 s.9)
- Other road traffic offences (including policing etc.)

12. Other

- Proceedings for the making of anti-social behaviour orders, sex offender orders etc
- Failing to keep dogs under proper control resulting in injury and other dog offences (Dangerous Dogs Act 1991 s.3)
- Failing to keep dogs under proper control resulting in injury and other dog offences (Dangerous Dogs Act 1991 s.3)
- Hijacking of aircraft (Aviation Security Act 1982 s.1)
- Destroying, damaging or endangering safety of aircraft (Aviation Security Act 1982 s.2)
- Other acts endangering or likely to endanger safety of aircraft (Aviation Security Act 1982 s.3)
- Offences in relation to certain dangerous articles (Aviation Security Act 1982 s.4)
- Endangering safety at aerodromes (Aviation and Maritime Security Act 1990 s.1)
- Hijacking of ships (Aviation and Maritime Security Act 1990 s.9)
- Other offences under the Aviation and Maritime Security Act 1990 (Aviation and Maritime Security Act 1990 ss.10, 11, 12, and 13)
- Piracy (Piracy Act 1837 s.2)
- Offences under the Football Spectators Act 1989
- Throwing of missiles (Football (Offences) Act 1991 s.2)
- Indecent or racialist chanting (Football (Offences) Act 1991 s.3)
- Going onto the playing area (Football (Offences) Act 1991 s.4)
- Offences in connection with alcohol on coaches and trains (Sporting Events (Control of Alcohol etc.) Act 1985 s.1)
- Offences in connection with alcohol, containers etc., at sports grounds (Sporting Events (Control of Alcohol etc.) Act 1985 s.2)
- Offences of cruelty (Protection of Animals Act 1911 s.1)
- Penalties for abandonment of animals (Abandonment of Animals Act 1960 s.1)
- Offences (Wild Mammals (Protection) Act 1996 s.1)
- Raves (Criminal Justice and Public Order Act 1994 s. 63)
- Offences affecting enjoyment of premises
- Unlawful eviction and harassment of occupier (Protection of Eviction Act 1977 s.1)
- Use or threat of violence for purpose of securing entry to premises (Criminal Law Act 1977 s.6 (1))
- Adverse occupation of residential premises (Criminal Law Act 1977 s.7)
- Trespassing during the currency of an interim possession order (Criminal Justice and Public Order Act 1994 s.76)
- Interim possession orders: false or misleading statements (Criminal Justice and Public Order Act 1994 s.75)
- Aggravated trespass (Criminal Justice and Public Order Act 1994 s.68)
- Failure to leave or re-entry to land after police direction to leave (Criminal Justice and Public Order Act 1994 s.61)
- Unauthorised campers (Criminal Justice and Public Order Act 1994 s.77)

Annex E – Retired Stage Reached (Claim) Codes

Retired Claim / Stage Reached Code	Description	Fee Code to be used under Submit a Bulk Claim	Description	Reason
INVD	Police station: attendance (armed forces)	INVC	Any claim under the INVD stage reached/claim code should now be submitted under Fee Code INVC.	All police station attendance claims should be reported under INVC 'Police station: attendance'
INVJ	Police station attendance: Immigration matter	INVC	Any claim under the INVJ stage reached/claim code should now be submitted under Fee Code INVC.	All police station attendance claims should be reported under INVC 'Police station: attendance'
INVF	Warrant of further detention (armed forces) (including Terrorism Act 2000, advice & assistance and other police station advice where given)	INVE	Any claim under the INVF stage reached/claim code should now be submitted under Fee Code INVE.	Merged with INVE for a single warrant for further detention code
INVI	Police Station: Post-charge attendance - Post-charge identification procedure/recharge/ referral back for caution, reprimand, warning.	INVH	Any claim under INVI stage reached code/claim code should now be submitted under Fee Code INVH.	Merged with INVH for a single post charge attendance code.
INVG	Duty solicitor hotel disbursements – requires prior authority	N/A	No replacement code	Not a current code. Claims may not be made for Duty Solicitor disbursements for cases starting on or after 01/04/2017.

PROC	Magistrates' court advocacy assistance	N/A	No replacement code	Not a current code. The fees payable under the PROC stage reached/claim code have not been in existence since before 01/04/2016. Any outstanding PROC claim should be re-submitted under the correct Fee Code.
PROI	Representation in the County Court or High Court	N/A	No replacement code	Claims not dealt with by the LAA. Should there be any outstanding claims to be submitted under the PROI stage reached/claim code, these should be submitted to the High Court instead. The LAA does not pay these claims, including when CWA was in force.
APPC	Representation on an appeal by way of case stated	N/A	No replacement code	Claims not dealt with by the LAA. Should there be any outstanding claims to be submitted under the APPA stage reached code, these should be submitted to the High Court instead. The LAA does not pay these claims, including when CWA was in force.

Annex F – Transitional Arrangements under CWA

2.1 A number of changes to crime lower reporting came into effect from 3 October 2011. These included:

- A requirement to report the representation order date for all magistrates' court representation cases
- A requirement to report the standard fee category for magistrates' court representation cases.
- New magistrates' court standard fees for category 1 cases where the case is triable either way.

2.2 Representation order date must be reported for all cases claimed from the October 2011 submission onwards regardless of the date on which the case was started. For those magistrates' court representation cases where the representation order date is on or after 3 October 2011 it is compulsory to report the standard fee category and the new standard fees will apply to category 1 either way cases,

2.3 For magistrates' court representation cases where the reported representation order date is before 3 October 2011, it is not compulsory to report the standard fee category and category 1 either way cases will be paid the same standard fees as category 1 summary only cases. London rates are not applicable to cases with a representation order date on or after 3 October 2011.

Transitional Arrangements for Prison Law December 2013

2.4 Changes to the scope of Prison Law came into effect on 2nd December 2013; the scope of Prison Law from 2nd December 2013 to 20th February 2018 covered the following types of cases:

- Disciplinary cases that involve the determination of a criminal charge for the purposes of Article 6.1 ECHR or.
- Disciplinary cases in which legal representation has been granted as a result of the application of the Tarrant criteria
- Sentence calculation cases where the date of release is disputed (or the date on which the individual must be referred to the Parole Board for consideration of a direction that the individual be released) is disputed
- Proceedings before the Parole Board where the Parole Board has the power to direct release

2.5 For Prison Law applications made post 2nd December 2013 there were a number of amendments to the scope of prison law which means that certain reporting codes are no longer valid as these types of cases are no longer in scope. The changes to the reporting codes are set out below in section 7.

2.6 The transitional arrangements for Prison Law applications made before the 2nd December 2013 are set out in the Criminal Legal Aid (General) (Amendment) Regulations 2013.

2.7 The transitional arrangements for treatment matters are as follows.

- An application for a treatment case will be made before 2nd December 2013
- It is made in paper form and is signed and dated by the provider prior to 2nd December 2013 and is received by the Director by 5pm on 2nd January 2014 it will still be funded or
- It is made over the telephone to the provider and the telephone call is made before 2nd December 2013 and the application form is signed and dated by the provider and is received by the Director within 30 days of the call

2.8 The transitional arrangements for all other units of prison law work are as follows.

- An application is made before the 2nd December 2013 if:
- It is made in paper form and is signed and dated by the individual before 2nd December 2013 or
- If it made over the telephone to the provider and the telephone call is made before 2nd December 2013 and the application form is signed and dated by the individual and is received by the provider within 30 days of the telephone call.

Transitional Arrangements for Prison Law June 2018

2.9 Changes in scope of Prison Law came into force on 21st February 2018. The scope of this Class of Work now covers the following types of work:

- Proceedings before the Parole Board also includes Representations in respect of recall to custody for a breach of licence conditions.
- Sentence Calculation cases where the date of release is disputed (also includes Minimum Term review cases).
- Sentence cases which relate to referrals to Close Supervision Centres and referrals to Separation Centres.
- Sentence cases before a directors Category A panel and legal issues arising in relation to a prisoner's classification as a Category A Prisoner (including those involving Restricted Status Prisoners/Inmates)
- Disciplinary cases that involve the determination of a criminal charge for the purposes of Article 6.1 ECHR (those before the Independent Adjudicator); and
- Disciplinary cases that require legal representation as a result of the successful application of the "Tarrant Criteria".

2.10 For Prison Law applications made on or after 21st February there have been a number of reporting changes, including new codes as set out below.

Transitional Arrangements for Anti-Social Behaviour Orders

2.11 Part 1 of the Anti-Social behaviour Act 2014 ('ASBCPA') will come into force on

23rd March 2015. This will introduce a new civil injunction that replaces a number of orders including anti-social behaviour orders, anti-social behaviour injunctions, drinking banning orders, intervention orders and individual support orders.

- 2.12 Anti-Social Behaviour Orders granted before 23rd March 2015 will not be subject to the changes brought about by ASBCPA 2014.
- 2.13 Anti-Social Behaviour Orders granted prior to 23rd March 2015 will continue to operate under the old arrangements for a period of 5 years. This means that the variation, discharge, appeal, and breach of an order will continue to be criminal legal aid until March 2020.

Transitional Arrangements for Prison Law Amendments July 2019

- 2.14 Introduction of a new Parole Board reconsideration mechanism from 22nd July 2019 led to further reporting changes, including a new code (PRIE). This code applies to all Parole Board Reconsideration Hearings directed on/after 22nd July 2019.
- 2.15 The outcome code PL12 has been amended for those instances post 22nd July 2019 in which a Provider advises a new client who has either transferred from another Provider or who did not receive advice as part of their substantive Parole Board Case.

Transitional Arrangements for Prison Law Amendments June 2020

- 2.16 Introduction of a new Parole Board Intensive Paper Review reporting process from 26th June 2020. Providers should use Outcome Codes PL03 or PL04, alongside PRIC and Matter Type Code 33 for cases that are resolved under the new process. Providers **should not** use PL09 for these cases.

Transitional Arrangements for Sending Hearing Fixed Fee October 2020

- 2.17 For magistrates' court representation orders issued on or after 19 October 2020, a Sending Hearing Fixed Fee may be claimed where the case is sent to the Crown Court for trial. The fee should be claimed under a new stage claim /stage reached code (PROW) and the appropriate, new outcome code: CP27 (case sent to the Crown Court for trial on an either way offence) or CP28 (Case sent to the Crown Court for trial on an indictable only offence).

Transitional Arrangements for Pre-Charge Engagement Fee June 2021

- 2.18 Providers will be able to claim for work done in respect of Pre-Charge Engagement from 7 June 2021 onwards, where a formal or informal agreement is in place between the Client and the prosecutors and/or investigators to undertake Pre-Charge Engagement. If the Client has already received Police Station Advice and Assistance, providers should use the same UFN to claim Advice and Assistance for Pre-Charge Engagement (**INVM**).
- 2.19 Providers should use either existing outcome codes CN01, CN02, CN04, CN05, CN06, CN07, CN08, and CN09 or a new outcome code CN12. The existing outcome codes are for when Pre-Charge Engagement is agreed and ends at the same time as the police station case, and CN12 is for when Pre-Charge Engagement is agreed and ends before the police station case ends.

Transitional Arrangements for Pre-Charge Engagement Fee October 2022

2.20 For Pre-Charge Engagement Advice and Assistance started on or after 1 October 2022, Providers may claim for preparatory work undertaken to determine whether it would be beneficial to the Client to undertake Pre-Charge Engagement. If the Client has already received Police Station Advice and Assistance, Providers should use the same UFN to claim Pre-Charge Engagement Advice and Assistance (**INVM**).

2.21 If the preparatory work **does not** result in a formal or informal agreement between the Client and the prosecutors and/or investigators to undertake Pre-Charge Engagement, providers should use a new outcome code CN13 (Pre-Charge Engagement not agreed) when claiming Pre-Charge Engagement Advice and Assistance.

2.22 If the preparatory work **does** result in a formal or informal agreement between the Client and the prosecutors and/or investigators to undertake Pre-Charge Engagement, providers should use the outcome codes listed in the above Transitional Arrangements for Pre-Charge Engagement Fee June 2021 when claiming Pre-Charge Engagement Advice and Assistance.

Transitional Arrangements for Police Station Advice and Assistance Claims on Pre-Charge Bail Cases July 2023

2.23 Where a Client is Released Under Investigation/released without bail, and it is unclear whether further work will be required, a claim for Police Station Advice and Assistance may be submitted a month after the last work was undertaken in the Matter. From 1 July 2023, a claim for Police Station Advice and Assistance may also be submitted a month after the last work was undertaken in the Matter, where it is unclear whether further work will be required and the Client was released on pre-charge bail (9.104(c) of the Crime Specification).

2.24 Where a Claim is submitted a month after the last work was undertaken in the Matter, and the Client was released on pre-charge bail, providers should use outcome code CN10 – Bail Varied/Extended.

2.25 Where a Claim is submitted a month after the last work was undertaken in the Matter, and the Client was Released Under Investigation/released without bail, providers should use outcome code CN09 – Released No Bail.

2.26 If additional costs are incurred after the submission of the Claim, these costs should be claimed using the claim amendment process.

Transitional Arrangements for Youth Court Standard Fees and Travel Time Costs for the Barnstaple, Berwick & Alnwick, Dolgellau, Isle of Wight, Newark and Skegness Police Station Fixed Fees December 2024

2.27 For representation orders issued on or after 6 December 2024, Youth Court standard fee claims should be claimed through new **YOUE**, **YOUF**, **YOUK**, **YOUU**, **YOUX** and **YOUY** claim/stage reached codes (the applicable codes for non-standard fee claims will remain **PROG** and **PROM**).

2.28 For representation orders issued before 6 December 2024, Youth Court standard fee claims should be claimed through the existing PROE, PROF, PROJ, PROK and PROL claim/stage reached codes.

2.29 Any Youth Court cases claimed under any other existing PRO claim/stage reached code should continue to be claimed under these claim/stage reached codes for representation orders issued on or after 6 December 2024.

2.30 For Police Station Advice and Assistance Matters starting on or after 6 December 2024, on an exceptional basis, travel time costs may be claimed on INVC, INVD and INVJ claims in addition to the Barnstaple, Berwick & Alnwick, Dolgellau, Isle of Wight, Newark and Skegness police station fixed fees – see Annex A1 for when and how travel time costs may be claimed.