



CIVIL FORM / GUIDANCE CHANGES - 2018 CIVIL CONTRACTS

The following forms (and accompanying checklists) and guidance documents have been updated and will be published online as a result of the 2018 Standard Civil Contracts, going live with effect from 1 September 2018.

Forms:

- CWC (MH) - Mental Health Application for Prior Authority to incur enhanced rates for Counsel
- CW1&2 - Legal Help and Controlled Legal Representation - Mental Health
- CW3A (IMM) - Application for extension of Upper Costs Limit (v9)
- CW3B (IMM) - Application for extension of Upper Costs Limit
- Civ App 1 - Application for Civil Legal Aid Legal Representation Non-Family Proceedings (V18)
- Civ App 6 - Legal Aid emergency application
- Civ App 8A - Application for prior authority/change to cost limitation (where applicable) (v4)
- Civ Claim 5 - Claim for Family Graduated Fee (Counsel)
- EC Claim1 civil
- EC Claim1 immigration
- EC Claim1 mental health
- Claim1 HCC
- CW3C immigration

Checklists:

- CIV CLAIM1
- Court-assessed Claim 1 checklist
- LAA- Judicial Review Assessed Claim 1 checklist
- LAA-assessed Claim 1 checklist
- EC Claim1 CLA checklist
- CW3 A and B checklist
- CW3C checklist
- LAA assessed Claim5 checklist (FGF)

CIV CLAIM1A

- Court assessed Claim 1a checklist
- LAA-assessed Claim 1a checklist

CIV CLAIM2

- Claim 2 checklist
- LAA Assessed Claim 5a Checklist
- (Family Advocacy Scheme)
- LAA Assessed Claim 5a Checklist- short version
- (Family Advocacy Scheme) and completion guidance

Guidance:

- Costs Assessment Guidance: for use with the 2018 Standard Civil Contracts
- Costs Assessment Guidance: for use with the 2018 Standard Civil Contracts tracked changes
- Costs Assessment Guidance: for use with the 2013, 2014 and 2015 Standard Civil Contracts
- Costs Assessment Guidance: for use with the 2013, 2014 and 2015 Standard Civil Contracts tracked changes
- Guidance on authorities and legal aid for cases in courts outside England and Wales
- Table of authorisations - These have been updated to reflect delegated functions
- Contract Management- Mental Health Guidance (September 2018) (<https://www.gov.uk/government/publications/standard-civil-contract-2018>)
- Guidance for Reporting Controlled Work Matters (V.20) (<https://www.gov.uk/government/publications/cwa-codes-guidance>)¹
- Family Mediation Guidance Manual (v.5 September 2018) (<https://www.gov.uk/guidance/legal-aid-family-mediation>)²
- An updated Draft HPCDS Provider Guidance has also been placed on the website at <https://www.gov.uk/government/publications/housing-possession-court-duty-schemes-hpcds>. This revised draft guidance will apply from the 1 October 2018. It sets out the amended Contract Report Form which providers should use to submit claims from 1 October onwards. A privacy notice for HPCDS has also been added to the website. The LAA requires providers, in accordance with clause 16.13(c) of the standard terms, to attach the privacy notice to clients to the letter containing the advice following the hearing.

¹ to be available online on 7 September 2018

² to be available online on 7 September 2018