



23 October 2025

Dear Provider,

Thank you for your continued patience and constructive engagement with us while we work on system restoration.

Extension to the time and cost limits for emergency representation

Following a review of business continuity measures, and to support providers for Civil Application, we are announcing a further extension to the time and cost limits for emergency representation.

Effective immediately, the new limits for emergency representation granted under Delegated Functions will be increased from 24 weeks to 32 weeks, and from £6,750 to £9,000 in costs.

This update reflects our ongoing commitment to ensuring providers have the flexibility and resources necessary to support clients with urgent needs. The increased limitations will apply to all new grants made under Delegated Functions, as well as any existing grants not yet issued by the LAA at the point of certificate issue. This change will be applied retrospectively to any emergency representation cases where the LAA has

yet to make a substantive decision. There continues to be no need for providers to submit Delegated Functions applications to the LAA under contingency; providers can submit on CCMS when the system is restored.

Providers are reminded that they can still apply for higher cost limits than £9,000 under emergency representation where it can be justified for ongoing work. Please note the substantive certificate cost limit has also been increased temporarily from £7,900 to £9,000 to align with emergency representation.

Providers can increase costs to a maximum of £25,000 under emergency representation at which point case planning requirements apply. When providers become aware a case is going to cost in excess of £25,000 they must contact the High Cost Family team via highcostfamily@justice.gov.uk to advise us of the same. The team will respond with further instructions about what providers will need to do next which will include preparing a case plan.

A reminder that where the LAA has previously made an initial substantive determination, providers can amend new and existing cases under delegated functions. This will include changing scope limitations, adding new proceedings and amending costs limitations now to a maximum of £9,000 where a higher limit is not already in place. It is important to read the full contingency arrangements requirements on the Legal Aid Agency cyber security incident page under section '[Civil applications: Delegated functions to amend a substantive certificate](#)'.

For ease and clarity, a table is included below that details all updated timeline and cost limits in place. If you have any questions regarding these against individual cases, please contact your contract manager at the earliest convenience.

Table 1: Revised Types of submission and the associated time and cost limit, as at 23 October 2025.

Type	Time limit	Cost limit
Emergency Representation	32 weeks	£9,000
Substantive Certificates	N/A	£9,000*

*Unless the proceedings attract a £25,000 cost limit. Further details are available on the Legal Aid Learning website: [£25,000 cost limit – Legal Aid Learning](#)

Further information about amending limitations can be found in the Table of Delegated Authorities:

[Table of Delegated Functions Procedure Regulations June 2025.docx](#)

Thank you for your continued patience and collaboration as we navigate the path back to service restoration.