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08/07/25

LAPG Member Update

Issue 25 of 2025

Welcome to our latest member update covering the latest situation with the LAA's cyber-security breach and the new enhanced business continuity arrangements, plus other news and events from across the sector.

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- New Training: People Management – Building & Managing Your Team
- Legal Aid Supervision Courses
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Cross-Cutting Legal Aid News

LAA cyber-attack latest

Fallout from the LAA's cyber-attack continues to rumble on, with no resolution currently in sight and providers finding the LAA's workarounds increasingly difficult to navigate. The LAA is sending out bulletins every couple of days with updates and clarifications following the introduction of the new enhanced business continuity arrangements on 27 June.

[You can find their contingency arrangements here.](#)

[You also find the FAQs here.](#)

We are still receiving emails every day from our members confused about some of the LAA's comms. Please do continue to get in touch with kate.pasfield@lapg.co.uk if you have a query or just need support with the ongoing crisis. A few of the queries we have received are set out below in case you are also confused/concerned:

Contingency payment escalation process

We are hearing from members who are finding that their civil contingency

have been doing through CCMS. The LAA has put an 'escalation process' in place whereby providers can request a higher payment through their Contract Manager. However, it has not been well publicised with members unaware of the process and from what we can see, the LAA's comms do not explain adequately what providers need to do, other than saying that they should contact their Contract Manager. You can read the [contingency payment provider guide here](#) and you will see reference to what to do if your payments are not enough in the Q&A at the end.

If you do wish to make use of this process, we understand that you will be sent a spreadsheet and guidance on how to fill it out by your Contract Manager – titled the [Escalation Spreadsheet Picture Guide and Guidance](#). There are deadlines involved in using this process to receive the higher payment instead of the regular weekly payment. You should speak to your Contract Manager as soon as possible if you need to use this process.

(**Note** that the links above are to versions 1.4 and 1.8 of the respective documents, which date from late June, so you may receive updated versions from the LAA).

We have asked the LAA to make their comms clearer about what providers need to do in this situation.

Delegation and potential for recovery of payments on audit

Members have been expressing their concerns about using delegated functions so widely under the new contingency arrangements in civil and crime and questioning whether the LAA might seek to recover monies on audit where mistakes are discovered. In response the LAA has said the following in their most recent comms:

We have also added further clarity to our approach on audit. Recognising the need for providers to have confidence in their ability to make delegated decisions, the LAA does not intend to recoup any payments following audit, on cases where a good faith and proportionate approach has been demonstrated to implementing the contingency processes in line with the guidance.

Compensation claims against the LAA

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administration involved in undertaking legal aid work because of the data breach. They are looking into the possibility of providers claiming compensation for this time from the LAA. We will update you on this when we hear further.

[You can find The Law Society's latest comms here.](#)

Updated tables of delegated functions for civil and crime applications

Following the introduction of the new enhanced contingency arrangements on 27 June, the LAA has published updated tables of delegated functions for both civil and crime applications.

The updated civil tables are:

- Table of Delegated Functions Financial Resources
- Table of Delegated Authorities Procedure Regulations
- Table of Delegated Functions Merits Regulations

[You can read the LAA's new story here with links to the tables and other guidance](#)

The updated crime tables are:

The following tables of delegated authorities have been updated:

- Criminal Legal Aid (Financial Resources) Regulations 2013
- Criminal Legal Aid (General) Regulations 2013
- Legal Aid, Sentencing and Punishment of Offenders Act 2012

[You can read the LAA's news story here with links to the tables and other guidance](#)

Civil Legal Aid News

On 2 July, [the MoJ published the outcome of the Housing & Debt and Immigration & Asylum fees consultation](#). As was anticipated, they are bringing in uplifts to fees in line with the consultation, which will mean increases to hourly rates to a minimum of £65.35/£60.30 (non-London/London), alongside a proportional increase for fixed fees. The government estimates that overall spending in these categories of work will increase by 24% for housing and debt, and 30% for immigration and asylum.

[As we said in our response to the consultation](#), whilst we broadly support the principles underpinning these proposals, we remain deeply concerned that the uplifts will not be sufficient to address the challenges around sustainability, retention and recruitment of staff, and profitability. We also remain extremely concerned that there appears to be no progress towards increasing fees in other categories of legal aid and hope that the MoJ will now seek to address that.

[You can also read a joint statement from HLP, ILPA, LCN and LAPG here](#) in response to the outcome of the consultation.

Updated CivAPP8, CivAPP8A and CivAPP11

In the new (old) world of having to use civil legal aid forms that we find ourselves in, please note that the above forms have been amended to include a field for the applicant's first name rather than their initials.

[You can find the updated forms here.](#)

Criminal Legal Aid News

Crime and prison law – proposals for solicitor fee scheme reform

This MoJ consultation closed on Friday, 4 July 2025. Many thanks to the various people who contributed to our response including the crime and prison law specialists on our Advisory Committee, Young Legal Aid Lawyers, the Association of Prison Lawyers and the LCCSA.

- Harmonisation of the police station fee scheme, with all attendance fees increased to £320 excluding VAT
- For work in magistrates' courts, including the Youth Court, a 10% fee uplift
- For work in the Crown Court, the introduction of a fixed ratio of 65:75:100 for guilty plea, cracked trial, and trial basic fees in the Litigators' Graduated Fee Scheme (LGFS)
- To increase some basic fees for trials by between 33% and 35%
- An increase to fees for work done in prisons by 24%

Whilst the proposals in this consultation are largely welcome, we made the point that they are unlikely to be sufficient to improve the sustainability of criminal legal aid work, and that there are some glaring omissions from this consultation, such as an increase in the underlying hourly rates for police station work and the introduction of interim payments for magistrates court work.

[You can read our response here.](#)

Crime contract signatures

The LAA has said that because of the ongoing cyber security incident, they cannot issue new contracts for signature for online acceptance on CWA. As a result, they are sending out contract documentation via email from 1 July. This process will take up to 3 weeks to complete.

This relates to tenders under Stage 3 of the Crime Contract procurement process for those wishing to deliver criminal legal aid services from 1 October 2025 to 30 September 2035 under the 2025 Standard Crime Contract.

[You can read the LAA's news story here](#) which includes information about what to do if you do not receive an email with your new contract to sign.

Sector News and Events

This seminar from our friends at PLP will look at how to conduct strategic litigation in welfare benefits cases.

This training will be delivered entirely over Zoom.



Public
Law
Project

- Chair: Aoife O'Reilly, Public Law Project
- Jamie Burton KC, Doughty Street Chambers
- Charles Gillies, MS Society
- Niamh Grahame, Public Law Project
- Claire Hall, Child Poverty Action Group
- Svetlana Kotova, Inclusion London
- Alexa Thompson, Garden Court North

[You can find the booking details here.](#)

LAPG News and Events

APPG on Access to Justice Meeting: Access to Justice, Legal Aid, and The State of the Estate – 21 July 2025



On Monday 21 July, the APPG on Access to Justice will be hosting a meeting with Minister for Courts and Legal Services Sarah Chapman, on 'Access to Justice, Legal Aid, and The State of the Estate'. The meeting will discuss the LAA Data breach and its impact on providers, the backlogs in the courts and advice deserts around England and Wales. Speakers will include Jenny Beck KC (Hon) (Beck Fitzgerald), Joanne Cecil KC (Garden Court Chambers), Ian

Townley (Broudie Jackson Canter) and Rosaleen Kilbane (Community Law Partnership).

If you would like to know more or are interested in attending the event, please contact either APPGA2J@lapg.co.uk or Rohini.Jana@lapg.co.uk for tickets.

As we reported in LAPG Update 24 of 2025 yesterday, the winners of the 2025 LALY awards were announced in a glittering ceremony on Friday last week.

[Find out more by visiting our website here.](#)

LAPG Training & Resources

Online Modular Legal Aid Courses

Introduction to Immigration & Asylum Legal Aid

We have launched the third instalment of our legal aid training series aimed at Immigration & Asylum Practitioners! This course is perfect for trainees, paralegals, junior lawyers as well as those that wish to refresh their knowledge in these areas. This course provides your new and junior staff with comprehensive training in an easy and accessible way, perfect for onboarding.

A big thank you to Matthew Davies from Wilsons Solicitors London and Jawaid Luqmani from Luqmani Thompson for writing this module!

Course content:

Immigration Overview

- What is in Scope
- How is Work Divided Between Different Legal Aid Types
- Cases with Previous Legal Aid Advisors
- Compliance and LAA Auditing

Controlled Work: Starting it Right

- The Basics
- Signing Up a Client for Legal Help or Controlled Legal Representation
- Means – The Financial Eligibility Test

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Running the Case Successfully Under Legal Aid

- Is it a Standard Fee Matter or an Hourly Rates Matter
- Standard Fees
- Time Recording and Attendance Notes
- Attending Home Office Interviews
- Getting Paid

Immigration Certificate Funding (Licensed Work)

- Immigration Certificate Funding (Licensed Work)
- CCMS Applications
- Merits Assessment
- Means Assessment
- Limitations on Funding Certificates
- Costs Risks
- High Costs Cases
- Inter Partes Costs
- Split Costs Orders

Contributors

Matthew Davies, Deputy Managing Partner, Wilson Solicitors LLP

Jawaid Luqmani, Joint Head of Immigration & Head of Public Law, Luqmani Thompson

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This course is hosted on our learning platform Thinkific, delegates have access to the course for 12 months from the date of booking so they can continue to reference the material as they work through cases or across different categories of legal aid.

[You can book this course at the LAPG Member rate of £200 here.](#)

Fellowship Host Organisation employees*, and multiple-tickets, to be used when subscribing more than one participant on the course. If you have any issues, questions, or require an invoice please email Andrea Shumaker.

*Must be a current host organisation. Current host organisations are eligible for the discount during the calendar year their fellow is placed with them.

Introduction to Mental Health, Mental Capacity & Community Care Legal Aid

We have launched the next course in our legal aid training series aimed at Mental Health, Mental Capacity/Court of Protection and Community Care Practitioners! This course is perfect for trainees, paralegals, junior lawyers as well as those that wish to refresh their knowledge in these areas. Paired with our Introduction to Civil Legal Aid Course, you can provide your new and junior staff with comprehensive training on the Civil Legal Aid Scheme as well as category specific information in an easy and accessible way.

Course content:

Mental Health

- Non-Mental Health Tribunal Work
- Non-Means Tested Non-Mental Health Tribunal Work
- Non-Means Tested Mental Health Tribunal Work
- Help at Court for Victims and Licensed Work for Representation before the Upper Tribunal/High Court
- Applying Guidance
- Costs

Mental Capacity/Court of Protection

- Cases Under the Mental Capacity Act 2005
- Cases Under the Inherent Jurisdiction of the High Court
- Full Representation Certificates -COP Cases
- The Legal Aid Application
- Financial Eligibility (Section 21 MCA 2005 Cases, Young People, Trapped Capital)
- Other Considerations – Court Orders

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- [What is Community Care Law?](#)
- [Legal Help](#)
- [Full Representation](#)
- [Investigative Representation](#)
- [The Legal Aid Application](#)
- [Other Considerations](#)
- [Payment for Community Care Work](#)

Contributors

Alison Ward is a salaried director at MJC Law in Nottingham where she practices mental health law. Alison has vast experience in representing patients subject to all sections of the Mental Health Act and is an experienced Advocate before the First Tier Tribunal (mental health), having sustained her Law Society accreditation throughout. She has a particular specialism in representing forensic patients including those detained in high secure care at Rampton Hospital. She has been involved in a number of judicial review applications throughout her career. She has also dealt with appeals including to the Upper Tribunal.

Rosie Campbell is an Associate Solicitor at Rook Irwin Sweeney. She qualified as solicitor in 2018 and specialises in public law and human rights, community care, and mental capacity law. She is committed to access to justice and has a particular interest in cases concerning the rights of disabled children and adults. Rosie has a wealth of experience in health and welfare cases in the Court of Protection. She regularly acts on behalf of adults who lack mental capacity, instructed by the Official Solicitor, as well as family members. She acts in complex cases including in relation to the withdrawal of life-sustaining medical treatment for both adults and children, best interests disputes, deprivation of liberty, and welfare deputyship applications.

Subscribe

This course is hosted on our learning platform Thinkific, delegates have access to the course for 12 months from the date of booking so they can continue to reference the material as they work through cases or across different categories of legal aid.

We offer three discount codes, JFF, for Justice First Fellows, JFFO, for Just First Fellowship Host Organisation employees*, and multiple-tickets, to be used when subscribing more than one participant on the course. If you have any issues, questions, or require an invoice please email [Andrea Shumaker](#).

*Must be a current host organisation. Current host organisations are eligible for the discount during the calendar year their fellow is placed with them.

Introduction to Managing Family and Civil Legal Aid Contracts Toolkit

This new Toolkit draws together key information to enable practices to understand their legal aid contract. Particularly useful for those new to delivering legal aid, it links to more detailed sources from the LAA, LAPG and others. Designed as a comprehensive resource for the people in your organisation responsible for day to day management of your legal aid contract.

[Subscribe to the toolkit here](#)

This annual subscription will keep you up to date and regularly informed of all key changes.

LAPG Members - **£100** per annum

Non-members of LAPG - **£400** per annum

Included in your purchase is the Toolkit itself as well as access to a Community Board.

The Toolkit has seven main headings:

- Some Key Changes Between the 2018 Civil Contract and the 2024 Civil Contract
- Contracts Overview
- Key Issues Under the Standard Civil Contract 2024
- Managing Casework
- Managing Billing
- Managing Quality & Compliance
- Sources of Support

to the contract and supporting documents. Updates will be incorporated into the Toolkit, which will be kept under constant review. The Community Board is a peer network which enables subscribers to interact with others managing contracts.

Hosted on our learning platform, Thinkific, the Toolkit is an intuitive and easily navigable resource.

Contributors

Vicky Ling has spent her career in the advice and legal sector and has worked with a wide range of solicitors' firms and not for profit legal practices. She is a Chartered Quality Professional and provides expert consultancy support in relation to practice management and legal aid service delivery issues and has written extensively on these topics. She edits the LAG Legal Aid Handbook.

Matthew Howgate is an Organisation Development Consultant and Director of the LAPG Management & Leadership Hub. He started his career as a legal aid solicitor and has spent the last 15 years working as a consultant across the legal aid and advice sectors.

New Training: People Management – Building & Managing Your Team

Delivered by experienced organisational development consultants Vicky Ling and Matt Howgate, this two-day online course focuses on the key management skills needed to build, strengthen and manage teams while enhancing their performance. Each session runs online from 10am to 4pm with breaks and is accompanied by a full set of written materials. This session is perfectly pitched at new managers (and potential managers) but is a great reminder session for those who have been managing for some time.

Session 1: Building Your Team – 7th October 2025

With reference to SRA, legal aid, Lexcel and SQM requirements, participants will understand how to deliver effective recruitment, induction and probation, training and development, delegation, creating healthy workplaces and how to manage people exiting the firm.

Session 2: Managing Your Team – 14th October 2025

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understand how to deliver effective supervision; performance management, giving feedback, dealing with bullying and inappropriate behaviour, whistleblowing and handling grievances and disciplinary matters.

LAPG members receive a £80 discount on the course fee, bringing it down from £500 to £420. Please click [here](#) to book your place now! If you have any issues or require an invoice please email [Andrea Shumaker](#). We offer three discount codes, JFF, for Justice First Fellows, JFFO, for Just First Fellowship Host Organisation employees*, and multiple-tickets, to be used when subscribing more than one participant on the course.

*Must be a current host organisation. Current host organisations are eligible for the discount during the calendar year their fellow is placed with them.

Supervision Courses

We have confirmed the dates for our 2025 Supervision Courses scheduled for 10th July, 18th September and 25th November. You can book your place on any of the remaining 2025 training dates below:

[10TH JULY 2025](#)

[18TH SEPTEMBER 2025](#)

[25TH NOVEMBER 2025](#)

Designed for new LAA Supervisors or those wishing to refresh their supervisory skills, our course helps you meet a key component in securing and then effectively operating your legal aid contract and meeting the LAA's supervisor standards. We again welcome Matt Howgate and Vicky Ling as our tutors for this course. You will receive practical help filling out supervisor forms, learn how to conduct file reviews and how to keep up to date with LAA changes.

LAPG members receive a £40 discount on the course fee, bringing it down from £250 to £210 for the day. Book multiple delegates from your organisation and receive an additional 10% discount.

We have reformatted the course so that we are covering all of the same content across one day rather than two days. The content in this course is relevant for

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If you would like to know more about this course, or to reserve your place, contact [Andrea Shumaker](#).

[Online Introduction to Civil Legal Aid Course](#)

The Civil Legal Aid scheme is incredibly complex and the consequences of getting something wrong can be damaging to a client's case or financially damaging to the organisation doing the work – sometimes both. We have therefore developed the first module in a series which provides a general introduction to the civil legal aid scheme aimed at trainees, paralegals, junior lawyers and those that wish to refresh their knowledge having worked in the sector for some time.

We have moved this online module onto a new training platform, Thinkific! This new platform allows for growth and development of the course and a better overall experience for the user. The same information is covered and it is still entirely self-paced, you will still receive access to the course for 12 months.

We now offer this course in written and video versions! Once you are enrolled on the course you will have the option to read through the material yourself or watch a video! You can mix and match how you learn to complete the course in a way that best suits your learning style and time constraints. All the video and written content are available on the Thinkific platform and you will have full access to both versions.

If you would like to subscribe for just £99 please click [here](#). If you have any issues or require an invoice please email [Andrea Shumaker](#). We offer three discount codes, JFFfree, for Justice First Fellows, JFFO, for Just First Fellowship Host Organisation employees, and multiple-tickets, to be used when subscribing more than one participant on the course.

Take care one and all and, as ever, if you need our help or support, please do get in touch,

Chris Minnoch, CEO [@ChrisLAPG](#)

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