

156TH UPDATE – PRACTICE DIRECTION AMENDMENTS

The amendments to the Practice Directions which supplement the Civil Procedure Rules 1998 are made by the Master of the Rolls under the powers delegated to him by the Lord Chief Justice under Schedule 2, Part 1, paragraph 2(2) of the Constitutional Reform Act 2005, and are approved by Lord Bellamy KC, Parliamentary Under-Secretary of State for Justice, by the authority of the Lord Chancellor.

Subject to the transitional provisions at the end of this instrument, the amendments to the following Practice Directions come into force on 1 st October 2023
Practice Direction 2B – Allocation of Cases to Levels of Judiciary
Practice Direction 2E – Jurisdiction of the County Court That May Be Exercised by a Legal Adviser
Practice Direction 7B – Production Centre
Practice Direction 7C – Money Claim Online
Practice Direction 23A – Applications
Practice Direction 25A – Interim Injunctions
Practice Direction 26 – Case Management – Preliminary Stage: Allocation and Re-Allocation
Practice Direction 28 – The Fast Track
Practice Direction 35 – Experts and Assessors
Practice Direction 40B – Judgments and Orders
Practice Direction 45 – Fixed Costs
Practice Direction 46 – Costs Special Cases
Practice Direction 49C – Consumer Credit Act 2006 – Unfair Relationships
Practice Direction 49D – Claims for the Recovery of Taxes and Duties
Practice Direction 49F – Pre-Action Protocol for Low Value Personal Injury Claims in Road Traffic Accidents and Low Value Personal Injury (Employers’ Liability and Public Liability) Claims – Stage 3 Procedure
Practice Direction 51R – Online Civil Money Claims Pilot
Practice Direction 51ZB – The Damages Claims Pilot
Practice Direction 61 – Admiralty Claims

Practice Direction 72 – Third Party Debt Orders
Transitional Provision
Schedule 1 – Practice Direction 26 – Practice Direction 26 – Case Management – Preliminary Stage: Allocation, Reallocation, Assignment and Reassignment
Schedule 2 – Practice Direction 28 – The Fast Track and The Intermediate Track
Schedule 3 – Practice Direction 45 – Fixed Costs

The Right Honourable Sir Geoffrey Vos
Master of the Rolls and Head of Civil Justice

Signed by authority of the Lord Chancellor:

Lord Bellamy KC

Parliamentary Under Secretary of State for Justice

Ministry of Justice

Date: 22nd May 2023

PRACTICE DIRECTION 2B – ALLOCATION OF CASES TO LEVELS OF JUDICIARY

1) In paragraph 11.1(a), for “or fast track” substitute “, fast track or intermediate track”.

PRACTICE DIRECTION 2E – JURISDICTION OF THE COUNTY COURT THAT MAY BE EXERCISED BY A LEGAL ADVISER

1) In the Schedule to this Practice Direction—

a) in paragraph 14, in the first column, for “26.3(1)” substitute “26.4(1)”; and

b) in paragraph 15, in the first column—

i) for “26.4(2A)” substitute “26.5(3); and

ii) for “26.4(3)” substitute “26.5(4)”.

PRACTICE DIRECTION 7B – PRODUCTION CENTRE

1) In paragraph 1.3(2)—

a) in paragraph (e)(iii)—

i) for “26.2A” substitute “26.3”; and

ii) for “26.2A(3) and (4)” substitute “26.3(3) and (4)”; and

b) in paragraph (f)—

i) in sub-paragraph (i), for “26.2A(3) to (6)” substitute “26.3(3) to (7)”; and

ii) in sub-paragraph (ii), for “26.4A” substitute “26.6”.

PRACTICE DIRECTION 7C – MONEY CLAIM ONLINE

1) In paragraph 12.3, for “26.2A(3) to (6)” substitute “26.3(3) to (7)”.

PRACTICE DIRECTION 23A – APPLICATIONS

1) In paragraph 6.12(b), for “small and fast track” substitute “small claims track, fast track and intermediate track”.

PRACTICE DIRECTION 25A – INTERIM INJUNCTIONS

- 1) In paragraph 5.3—
 - a) in sub-paragraph (1) for “45.43 to 45.45” substitute “46.26 to 46.28”;
 - b) in sub-paragraph (2)—
 - i) in paragraph (a), for “45.41(2)(a)” substitute “46.24(2)(a)”; and
 - ii) in paragraph (b), for “45.41(2)(b)” substitute “46.24(2)(b)”; and
 - c) in sub-paragraph (3)(b), for “45.44(3)(b)” substitute “46.27(3)(b)”.

PRACTICE DIRECTION 26 – CASE MANAGEMENT – PRELIMINARY STAGE: ALLOCATION AND RE-ALLOCATION

- 1) For Practice Direction 26 substitute Practice Direction 26 as set out in Schedule 1 to this instrument.

PRACTICE DIRECTION 28 – THE FAST TRACK

- 1) For Practice Direction 28 substitute Practice Direction 28 as set out in Schedule 2 to this instrument.

PRACTICE DIRECTION 35 – EXPERTS AND ASSESSORS

- 1) In paragraph 2.6(2), for “45.19(2A)(b) or “45.29I(2A)(b)” substitute 45.62(2)(b).

PRACTICE DIRECTION 40B – JUDGMENTS AND ORDERS

- 1) In paragraph 5,1(2), for “36.15(1)(e)” substitute “36.20(1)(e)”.

PART 45 – FIXED COSTS

- 1) For Practice Direction 45 substitute Practice Direction 45 as set out in Schedule 3 to this instrument.

PRACTICE DIRECTION 46 – COSTS SPECIAL CASES

- 1) In the table of contents, omit the entries for paragraphs 8.1 and 8.2.
- 2) In paragraph 3.4, omit “rule 45.39(5)(b) and”.
- 3) In paragraph 7.1, omit sub-paragraphs (1) and (2).
- 4) Omit paragraphs 8.1 and 8.2.

PRACTICE DIRECTION 49C – CONSUMER CREDIT ACT 2006 – UNFAIR RELATIONSHIPS

- 1) In paragraph 4.3, in the words in parentheses which immediately follow, “for 45.1(2)(b)” substitute “45.16(2)(b)”.
- 2) In paragraph 6.3—
 - a) for “26.5” substitute “26.7”;
 - b) for “26.6 to 26.10” substitute “26.9 to 26.18”.

PRACTICE DIRECTION 49D – CLAIMS FOR THE RECOVERY OF TAXES AND DUTIES

- 1) In paragraph 2.2, for “26.2A” substitute “26.3”.

PRACTICE DIRECTION 49F – PRE-ACTION PROTOCOL FOR LOW VALUE PERSONAL INJURY CLAIMS IN ROAD TRAFFIC ACCIDENTS AND LOW VALUE PERSONAL INJURY (EMPLOYERS’ LIABILITY AND PUBLIC LIABILITY) CLAIMS – STAGE 3 PROCEDURE

- 1) In paragraph 6.1(5), for “45.19(2)” substitute “45.58”.
- 2) In paragraph 6.2(2), for “45.19(2A)(b)” substitute “45.62(2)(b)”.
- 3) In paragraph 9.1, in the words in parentheses, for “45.24” substitute “45.35”.
- 4) In paragraph 12.2, for “45.21(2)” substitute “45.31(2)”.
- 5) In paragraph 12.3, for “45.21(4) to (6)” substitute “45.31(4) to (6)”.
- 6) In paragraph 12.4, for “45.23” substitute “45.32”.
- 7) In paragraph 13.2, for “45.22(2)” substitute “45.31(2)”.
- 8) In paragraph 14.1, for “45.27” substitute “45.38”.

PRACTICE DIRECTION 51R – ONLINE CIVIL MONEY CLAIMS PILOT

- 1) In paragraph 6.2(14)—
 - a) in paragraph (ii), for “26.3, 26.4 and 26.4A” substitute “26.4, 26.5 and 26.6”; and
 - b) in paragraph (iii), for “26.5” substitute “26.7”.
- 2) In paragraph 6.3(8)—
 - a) in paragraph (b), for “26.3, 26.4 and 26.4A” substitute “26.4, 26.5 and 26.6”; and
 - b) in paragraph (c), for “26.5” substitute “26.7”.
- 3) In paragraph 6A.4—
 - a) in sub-paragraph (4), for “26.4A” substitute “26.6”; and
 - b) in sub-paragraph (5)—
 - i) in paragraph (b), for “26.3(1)” substitute “26.4(1)”; and
 - ii) in paragraph (c), for “26.3(8)” substitute “26.4(9)”.
- 4) In paragraph 10.2(3)(b), for “26.3” substitute “26.4”.

PRACTICE DIRECTION 51ZB – THE DAMAGES CLAIMS PILOT

- 1) In paragraph 7.2, for “26.4A”, substitute “26.6”.
- 2) In paragraph 7.4—
 - a) in paragraph (b), for “26.3(1)” substitute “26.4(1)”; and
 - b) in paragraph (c), for “26.3(8)” substitute “26.4(9)”.

PRACTICE DIRECTION 61 – ADMIRALTY CLAIMS

1) In paragraph 2.2(2), for “28.8” substitute “26.13”.

PRACTICE DIRECTION 72 – THIRD PARTY DEBT ORDERS

1) In paragraph 2, for “45.8” substitute “45.23”.

TRANSITIONAL PROVISION

1) Subject to paragraphs 2) and 3), in so far as any amendment made by this instrument applies to—

- a) allocation;
- b) assignment to a complexity band;
- c) directions in the fast track or the intermediate track; or
- d) costs,

that amendment only applies to a claim where proceedings are issued on or after 1st October 2023.

2) The amendments referred to in paragraph 1) only apply—

- a) to a claim which includes a claim for personal injuries, other than a disease claim, where the cause of action accrues on or after 1st October 2023; or
- b) to a claim for personal injuries, which includes a disease claim, in respect of which no letter of claim has been sent before 1st October 2023.

3) This provision does not apply to the amendments made by Table 2 to Table 7 of Practice Direction 45 in Schedule 3 to this instrument.

SCHEDULE 1

“PRACTICE DIRECTION 26 – CASE MANAGEMENT – PRELIMINARY STAGE: ALLOCATION, REALLOCATION, ASSIGNMENT AND REASSIGNMENT

This Practice Direction supplements CPR Part 26

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Reminders of important rule provisions other than Parts 26 to 29

1.

(1) Attention is drawn in particular to the following provisions of the Civil Procedure Rules—

(a) Part 1

- (i) the Overriding Objective (defined in Rule 1.1);
- (ii) the duty of the court to further that objective by actively managing cases (set out in Rule 1.4);
- (iii) requirement that the parties help the court to further that objective (set out in Rule 1.3);

(b) Section I of Part 3

The court's case management powers (which may be exercised on application or on its own initiative) and the sanctions which it may impose.

(c) Part 24

The court's power to grant summary judgment.

(d) Parts 32 to 35

Evidence, especially the court's power to control evidence.

(2) Attention is also drawn to the practice directions which supplement those Parts and Parts 27 to 29, and to those which relate to the various specialist jurisdictions.

The directions questionnaire

2.

(1) The notice of proposed allocation referred to in rule 26.4(1) will be—

- (a) in the small claims track, in form N149A (SCT);
- (b) in the fast track, in form N149B (FT);
- (c) in the intermediate track, in form N149D (IT); and
- (d) in the multi-track, in form N149C (MT),

and the directions questionnaire referred to in Part 26 will be in Forms N180 and N181.

(2) Attention is drawn to Part 3 of the Civil Procedure Rules which requires costs budgets in all multi-track cases.

Provision of extra information

3.

(1) If a party wishes to give the court further information which is believed to be relevant to allocation, assignment to a complexity band, where applicable, or case management it shall be given when the party files the directions questionnaire and copied to all other parties.

(2) The general rule is that the court will not take such information into account unless the document containing it either—

- (a) confirms that all parties have agreed that the information is correct and that it should be put before the court; or
- (b) confirms that the party who has sent the document to the court has delivered a copy to all the other parties.

(3) The following are examples of information which will be likely to help the court—

- (a) a party's intention to apply for summary judgment or some other order that may dispose of the case or reduce the amount in dispute or the number of issues remaining to be decided;
- (b) a party's intention to issue an additional claim or to add another party;
- (c) the steps the parties have taken in the preparation of evidence (in particular expert evidence), the steps they intend to take and whether those steps are to be taken in co-operation with any other party;
- (d) the directions the party believes will be appropriate to be given for the management of the case;
- (e) about any particular facts that may affect the timetable the court will set;
- (f) any facts which may make it desirable for the court to fix an allocation hearing, an assignment hearing, where applicable, or a hearing at which case management directions will be given.

Consultation

4.

(1) The parties must consult one another and co-operate in completing the directions questionnaires and giving other information to the court.

(2) The parties must try to agree the case management directions which they will invite the court to make. Further details appear in the practice directions which supplement Parts 28 and 29.

(Specimen directions for a case which is allocated to the multi-track are available on the Justice website at: www.justice.gov.uk/courts/procedure-rules/civil)

(3) The process of consultation must not delay the filing of the directions questionnaire or, where required, the proposed directions (whether or not agreed).

(4) The court will expect the parties to have considered the track to which the claim should be allocated if proceedings are started, and, where applicable, the complexity band to which it should be assigned, having regard to the provisions in rules 26.9, 26.13 to 26.16.

Hearings before allocation

5. Where a court hearing takes place (for example on an application for an interim injunction or for summary judgment under Part 24) before the claim is allocated to a track, the court may at that hearing—

- (a) dispense with the need for the parties to file directions questionnaires, treat the hearing as an allocation hearing or, if applicable, an assignment hearing, make an order for allocation and assignment and give directions for case management; and
- (b) fix a date for directions questionnaires to be filed and give other directions.

Consequences of failure to file a directions questionnaire

6.

(1) Parties must comply with the notice served under rule 26.4(1) by the date specified in it. Rules 26.4(9), which concerns claims started in the County Court for specified and unspecified amounts of money, and 26.4(10), which concerns claims other than those claims started in the County Court for specified and unspecified amounts of money, apply where a party is in default.

(2) Under rule 26.4(10) the court may give directions of its own initiative or list the case for a case management conference. Alternatively, if it appears appropriate to do so, the claim may be struck out or, where a defendant is in default, judgment may be entered against that defendant.

(3) Rule 26.4(11) provides for a costs sanction if an order is made under either rules 26.4(9)(b) or 26.4(10).

Stay to allow for settlement of the case

7.

(1)

(a) The court will generally accept a letter from any party or from the solicitor for any party as an application to extend the stay under rule 26.5.

(b) The letter should—

- (i) confirm that the application is made with the agreement of all parties; and
 - (ii) explain the steps being taken and identify any mediator or expert assisting with the process.
- (2)
- (a) subject to Practice Direction 2E, an order extending the stay must be made by a judge;
 - (b) the extension will generally be for no more than 4 weeks unless clear reasons are given to justify a longer time.
- (3) More than one extension of the stay may be granted.
- (4) At the end of the stay the file will be referred to a judge for directions.
- (5) The judge will consider whether to allocate the claim to a track and what other directions to give, or may require any party to give further information or fix an allocation hearing or, where applicable, an assignment hearing.
- (6) Any party may apply for a stay to be lifted.
- (7) Where the whole of the proceedings are settled during a stay, the taking of any of the following steps will be treated as an application for the stay to be lifted—
- (a) an application for a consent order (in any form) to give effect to the settlement;
 - (b) an application for the approval of a settlement where a party is a person under a disability; or
 - (c) giving notice of acceptance of money paid into court in satisfaction of the claim or applying for money in court to be paid out.

Small claims mediation

8. If a claim is referred to the Mediation Service pursuant to rule 26.6 or at the court's direction, the settlement agreement must be in Form N182.

Allocation, reallocation, assignment, reassignment and case management

9.

(1) The Civil Procedure Rules lay down the overriding objective, the powers and duties of the court and the factors to which it must have regard in exercising them. The court will expect to exercise its powers as far as possible in co-operation with the parties and their legal representatives so as to deal with the case justly in accordance with that objective.

(2) In most cases the court will expect to have enough information from the statements of case and directions questionnaires to be able to allocate the claim to a track, assign to a complexity band and to give case management directions.

(3) If the court does not have enough information to allocate the claim or assign the claim to a complexity band, it will generally make an order under rule 26.7(4) requiring one or more parties to provide further information within 14 days.

(4) Where there has been no allocation hearing or, where applicable, no assignment hearing, the notice of allocation will be in Forms N154 (fast track), N150 (intermediate track), N155 (multi-track) or N157 to 160 (small claims).

(5)

(a) the general rule is that the court will give brief reasons for its decision on allocation and, where applicable, on assignment, and these will be set out in the notice of allocation;

(b) the general rule does not apply where all the directions questionnaires which have been filed have expressed the wish for the claim to be allocated to the track and, where applicable, assigned to the complexity band to which the court has respectively allocated and assigned it.

(6) Paragraph 13 of this practice direction deals with allocation and assignment hearings and Paragraph 14 deals with allocation and assignment principles.

(7) Rule 26.18 deals with reallocation and reassignment.

(8) The practice directions supplementing Parts 27, 28 and 29 contain further information about the giving of case management directions at the allocation stage.

Summary judgment or other early termination

10.

- (1) Part of the court's duty of active case management is the summary disposal of issues which do not need full investigation and trial (rule 1.4(2)(c)).
- (2) The court's powers to make orders to dispose of issues in that way include—
 - (a) under rule 3.4, striking out a statement of case, or part of a statement of case; and
 - (b) under Part 24, giving summary judgment where a claimant or a defendant has no reasonable prospect of success.
- (3) The court may use these powers on an application or on its own initiative. Practice Direction 24 contains further information.

Summary judgment or other early termination on application

11.

- (1) A party intending to make such an application pursuant to paragraph 10 should do so before or when filing their directions questionnaire.
- (2) Where a party makes an application for such an order before a claim has been allocated to a track the court will not normally allocate the claim before the hearing of the application.
- (3) Where a party files a directions questionnaire stating that they intend to make such an application but has not done so, the judge will usually direct that an allocation hearing is listed.
- (4) The application may be heard at that allocation hearing if the application notice has been issued and served in sufficient time.

Summary judgment or other early termination on the court's initiative

12.

- (1) This paragraph applies where the court proposes to make an order pursuant to paragraph 10 of its own initiative.
- (2) The court will not allocate the claim to a track but instead it will either—
 - (a) fix a hearing, giving the parties at least 14 days' notice of the date of the hearing and of the issues which it is proposed that the court will decide; or
 - (b) make an order directing a party to take the steps described in the order within a stated time and specifying the consequence of not taking those steps.
- (3) Where the court decides at the hearing of an application, or a hearing fixed under sub-paragraph (2)(a), that the claim (or part of the claim) is to continue it may—
 - (a) treat that hearing as an allocation hearing, allocate the claim and, where applicable, assign the claim to a complexity band and give case management directions; or
 - (b) give other directions.

Allocation and assignment hearings

13.

- (1) The court will only hold an allocation hearing or, where applicable, an assignment hearing and on its own initiative if it considers that it is necessary to do so.
- (2) Where the court orders an allocation or assignment hearing to take place—
 - (a) it will give the parties at least 7 days' notice of the hearing in Form N153; and
 - (b) Form N153 will give a brief explanation of the decision to order the hearing.
- (3) Where the court may treat another hearing as an allocation hearing or an assignment hearing it does not need to give notice to any party that it proposes to do so.
- (4) The notice of allocation and, where applicable, assignment, after an allocation or assignment hearing will be in Forms N154, N155, N150 or N157.
- (5) A legal representative who attends an allocation or assignment hearing should, if possible, be the person responsible for the case and must in any event be familiar with the

case, be able to provide the court with the information it is likely to need to take its decisions about allocation, assignment and case management, and have sufficient authority to deal with any issues that are likely to arise.

Allocation and assignment principles

14.

(1) Rule 26.9 sets out the scope of each track.

(2) Rule 26.12 states the general rule for allocation.

(3) Rule 26.13 sets out the matters relevant to allocation to a track and, where applicable, assignment to a complexity band.

(4) Paragraphs (5) to (10) explain the court's general approach to some of the matters set out in rule 26.13.

(5) Rule 26.13(2) provides that it is for the court to assess the financial value of a claim.

(6) Where the court believes that the amount the claimant is seeking exceeds what they may reasonably be expected to recover it may make an order under rule 26.7(4) directing the claimant to justify the amount.

(7) In deciding, for the purposes of rule 26.13(2)(a), whether an amount is in dispute the court will apply the following general principles—

(a) any amount for which the defendant does not admit liability is in dispute;

(b) any sum in respect of an item forming part of the claim for which judgment has been entered (for example a summary judgment) is not in dispute;

(c) any specific sum claimed as a distinct item and which the defendant admits they are liable to pay is not in dispute; and

(d) any sum offered by the defendant which has been accepted by the claimant in satisfaction of any item which forms a distinct part of the claim is not in dispute.

(8) It follows from sub-paragraph (7) that if, in relation to a claim the value of which is above the small claims track limit of £10,000, the defendant makes, before allocation, an admission that reduces the amount in dispute to a figure below £10,000 (see CPR Part 14), the normal track for the claim will be the small claims track. As to recovery of pre-

allocation costs, the claimant can, before allocation, apply for judgment with costs on the amount of the claim that has been admitted (see CPR rule 14.3 but see also paragraph 7.1(3) of Practice Direction 46 under which the court has a discretion to allow pre-allocation costs).

(9) The court will treat the views expressed by the parties as an important factor, but decisions on allocation and assignment are for the court, to be taken in the light of all the circumstances, and the court will not be bound by any agreement or common view of the parties.

(10) Where the case involves more than one money claim (for example where there is an additional claim or there is more than one claimant each making separate claims) the court will not generally aggregate the claims. Instead, it will generally regard the largest of them as determining the financial value of the claims.

The small claims track – allocation and case management

15.

(1) The small claims track is intended to provide a proportionate procedure by which most straightforward claims with a financial value of not more than £10,000 can be decided, without the need for substantial pre-hearing preparation and the formalities of a traditional trial, and without incurring large legal costs. (Rule 26.9 provides for a lower financial value in certain types of case.)

(2) The procedure laid down in Part 27 for the preparation of the case and the conduct of the hearing are designed to make it possible for a litigant to conduct their own case without legal representation if they wish.

(3) Cases generally suitable for the small claims track will include consumer disputes, accident claims, disputes about the ownership of goods and most disputes between a landlord and contract-holder under the Renting Homes (Wales) Act 2016 or a landlord and tenant other than opposed claims under Part 56, disputed claims for possession under Part 55 and demotion claims or prohibited conduct standard contract order claims both as defined by rule 65.11, whether in the alternative to a claim for possession or under Part 65.

(4) A case involving a disputed allegation of dishonesty will not usually be suitable for the small claims track.

(5) The court may allocate to the small claims track a claim, the value of which is above the limits mentioned in rule 26.9(1). The court will not normally allow more than one day for the hearing of such a claim.

(6) Directions for case management of claims allocated to the small claims track will generally be given by the court on allocation.

(7) Rule 27.4 contains further provisions about directions and Practice Direction 27 sets out the standard directions which the court will usually give.

The fast track – allocation and case management

16.

(1) Where the court is to decide whether to allocate to the fast track a claim for which the normal track is the fast track, it will allocate the claim to the fast track unless it believes that it cannot be dealt with justly on that track.

(2) The court will, in particular, take into account the limits likely to be placed on disclosure, the extent to which expert evidence may be necessary and whether the trial is likely to last more than a day.

(3)

(a) when it is considering the likely length of the trial the court will regard a day as being a period of 5 hours, and will consider whether that is likely to be sufficient time for the case to be heard;

(b) the court will also take into account the case management directions (including the fixing of a trial timetable) that are likely to be given and the court's powers to control evidence and to limit cross-examination;

(c) subject to paragraph (e), the possibility that a trial might last longer than one day is not necessarily a conclusive reason for the court to allocate or to re-allocate a claim to the intermediate track or the multi-track;

(d) a claim may be allocated to the fast track or ordered to remain on that track although there is to be a split trial;

(e) where the case involves a counterclaim or additional claim that will be tried with the claim and as a result the trial will last more than a day, the court may not allocate it to the fast track.

(4) Directions for the case management of claims which have been allocated to the fast track will be given at the allocation stage or at the listing stage (in either case with or without a hearing) or at both or and if necessary at other times. The trial judge may, at or before the trial, give directions for its conduct.

(5) Practice Direction 28 contains further provisions and contains standard directions which the court may give.

The intermediate track - allocation and case management

17.

(1) Part 26 and, in particular, rules 26.9(7) to (11), 26.12 and 26.13 make provision regarding the allocation of claims to the intermediate track.

(2) Part 28 and Practice Direction 28 make provision regarding the case management of claims allocated to the intermediate track.

The multi-track – venue for allocation and case management

18.

(1) Sub-paragraphs (2) to (13) do not apply to—

(a) a claim for possession of land in the County Court or a demotion claim whether in the alternative to a possession claim or under Part 65;

(b) a Renting Homes possession claim as defined by rule 55.30 in the County Court or a prohibited conduct standard contract order claim as defined by rule 65.11 whether in the alternative to a Renting Homes possession claim or under Part 65;
or

(c) any claim which is being dealt with at the Royal Courts of Justice.

(2) The case management of a claim which is allocated to the multi-track will normally be dealt with at a Civil Trial Centre.

(3) In the case of a claim to which any of Parts 49 or 58 to 62 apply, case management must be dealt with at a Civil Trial Centre. Sub-paragraphs (5) to (11) do not apply to such a claim. The claim will be allocated to the multi-track irrespective of its value, and must be transferred to a Civil Trial Centre for allocation and case management if not already there.

(4) Where a claim is issued in or automatically transferred to a Civil Trial Centre it will be allocated and managed at that court.

(5) The following sub-paragraphs apply to a claim which is issued in or automatically transferred to a court which is not a Civil Trial Centre. Such a court is referred to as a 'feeder court'.

(6) Where a judge sitting at a feeder court decides, on the basis of the directions questionnaires and any other documents filed by the parties, that the claim should be dealt with on the multi-track they will normally make an order—

(a) allocating the claim to that track;

(b) giving case management directions; and

(c) transferring the claim to a Civil Trial Centre.

(7) If the judge decides that an allocation hearing, or some pre-allocation hearing is to take place (for example to strike out a statement of case under Part 3 of the Rules) that hearing will take place at the feeder court.

(8) If, before allocation, a hearing takes place at a feeder court and in exercising their powers under paragraph 5.(a) above the judge allocates the claim to the multi-track, they will also normally make an order transferring the claim to a Civil Trial Centre.

(9) A judge sitting at a feeder court may, rather than making an allocation order himself, transfer the claim to a Civil Trial Centre for the decision about allocation to be taken there.

(10) When, following an order for transfer, the file is received at the Civil Trial Centre, a judge sitting at that Centre will consider it and give any further directions that appear necessary or desirable.

(11) Where there is reason to believe that more than one case management conference may be needed and the parties or their legal advisers are located inconveniently far from the Civil Trial Centre, a judge sitting at a feeder court may, with the agreement of the Designated Civil Judge and notwithstanding the allocation of the case to the multi-track, decide that in the particular circumstances of the case it should not be transferred to a Civil Trial Centre, but should be case managed for the time being at the feeder court.

(12) A Designated Civil Judge may at any time make an order transferring a claim from a feeder court to a Civil Trial Centre and may do so irrespective of the track, if any, to which it has been allocated. They may also permit a feeder court to keep for trial a claim or (subject to review from time to time) a category of claims. Any such permission should take into account the ability of the feeder court in relation to the Civil Trial Centre to provide suitable and effective trial within an appropriate trial period.

(13) No order will be made by a feeder court fixing a date for a hearing at a Civil Trial Centre unless that date has been given or confirmed by a judge or listing officer of that Centre.

(14) Part 29 of the Rules and Practice Direction 29 set out the procedure to be adopted regarding case management.

Money claims sent to the County Court at Central London

19. The County Court hearing centres referred to in rule 26.3(6)(c) are Barnet, Brentford, Bromley, Central London, Clerkenwell and Shoreditch, Croydon, Edmonton, Kingston-on-Thames, Lambeth, Mayors and City of London, Romford, Wandsworth, Willesden, and Uxbridge.

Determining the amount to be paid under a judgment or order

20.

(1) In paragraphs 21 to 24—

- (a) a 'relevant order' means a judgment or order of the court which requires the amount of money to be paid by one party to another to be decided by the court; and

(b) a 'disposal hearing' means a hearing in accordance with paragraph 23.

(2) A relevant order may have been obtained—

(a) by a judgment in default under Part 12;

(b) by a judgment on an admission under Part 14;

(c) on the striking out of a statement of case under Part 3;

(d) on a summary judgment application under Part 24;

(e) on the determination of a preliminary issue or on a trial as to liability; or

(f) at trial.

(3) A relevant order includes any order for the amount of a debt, damages or interest to be decided by the court (including an order for the taking of an account or the making of an inquiry as to any sum due, and any similar order), but does not include an order for the assessment of costs.

Directions on making a relevant order

21.

(1) When the court makes a relevant order it will give directions, which may include—

(a) listing the claim for a disposal hearing;

(b) allocating or re-allocating the claim (but see paragraph 22);

(c) directing the parties to file directions questionnaires by a specified date; and

(d) staying the claim while the parties try to settle the case by alternative dispute resolution or other means.

(2) Directions may specify the level or type of judge before whom a hearing or a further hearing will take place and the nature and purpose of that hearing.

(3) Where the parties apply for a relevant order by consent, they should if possible file with their draft consent order agreed directions for the court's approval.

Allocation on making a relevant order

22.

(1) If, when the court makes a relevant order—

(a) the claim has not previously been allocated to a track; and

(b) the financial value of the claim (determined in accordance with Part 26) is such that the claim would, if defended be allocated to the small claims track,

the court will normally allocate it to that track.

(2) Where paragraph (1)(b) does not apply, the court will not normally allocate the claim to a track (other than the small claims track) unless—

(a) the amount payable appears to be genuinely disputed on substantial grounds; or

(b) the dispute is not suitable to be dealt with at a disposal hearing.

Disposal hearings

23.

(1) A disposal hearing is a hearing—

(a) which will not normally last longer than 30 minutes, and

(b) at which the court will not normally hear oral evidence.

(2) At a disposal hearing the court may—

(a) decide the amount payable under or in consequence of the relevant order and give judgment for that amount; or

(b) give directions as to the future conduct of the proceedings.

(3) If the claim has been allocated to the small claims track, or the court decides at the disposal hearing to allocate it to that track, the court may treat the disposal hearing as a final hearing in accordance with Part 27.

(4) Rule 32.6 applies to evidence at a disposal hearing unless the court directs otherwise.

(5) Except where the claim has been allocated to the small claims track, the court will not exercise its power under sub-paragraph (2)(a) unless any written evidence on which the claimant relies has been served on the defendant at least 3 days before the disposal hearing.

Jurisdiction of Masters and District Judges

24.

Unless the court otherwise directs, a Master or a District Judge may decide the amount payable under a relevant order irrespective of the financial value of the claim and of the track to which the claim may have been allocated.”

SCHEDULE 2

“PRACTICE DIRECTION 28 – THE FAST TRACK AND THE INTERMEDIATE TRACK

This Practice Direction supplements CPR Part 28

Contents of this Practice Direction

Title	
SECTION I – GENERAL PROVISIONS APPLYING TO BOTH FAST TRACK AND INTERMEDIATE TRACK	
General	Para. 1
Case management	Para. 2
Directions on allocation	Para. 3
Variation of directions	Para. 4
Failure to comply with case management directions	Para. 5
Pre-trial check lists (listing questionnaires)	Para. 6
Directions the court will give on listing	Para. 7
The trial	Para. 8
SECTION II – PROVISIONS APPLYING ONLY TO CASES ALLOCATED TO THE FAST TRACK	
Further provisions about directions	Para. 9
Further provisions about the trial	Para. 10

SECTION I

GENERAL PROVISIONS APPLYING TO BOTH FAST TRACK AND INTERMEDIATE TRACK

1. General

1.1 This section contains general provisions about the management of cases allocated to the fast and intermediate tracks. Section II contains further provisions about the management of cases allocated to the fast track.

2. Case management – fast track and intermediate track

2.1 Case management of cases allocated to the fast track and the intermediate track will generally be by directions given at one or more of the following stages in the case—

- (a) at allocation to the track, whether on paper or at a case management conference;
- (b) on the filing of any pre-trial check lists (listing questionnaires); and
- (c) at any pre-trial review.

2.2 The court will hold a hearing to give directions whenever it appears necessary or desirable to do so. Where this happens because of the default of a party or their legal representative, it will usually impose a sanction.

2.3 The court may give directions at any hearing on the application of a party or on its own initiative.

2.4 When any hearing has been fixed it is the duty of the parties to consider what directions the court should be asked to give and to make any application that may be appropriate to be dealt with at that hearing.

2.5 When the court fixes a hearing to give directions it will give the parties at least 3 days' notice of the hearing.

2.6 Where a party needs to apply for a direction of a kind not included in the case management timetable which has been set (for example to amend their statement of case or for further information to be given by another party) they must do so as soon as possible so as to minimise the need to change that timetable.

2.7 Courts will make arrangements to ensure that applications and other hearings are listed promptly to avoid delay in the conduct of cases.

3. Directions on allocation

3.1 Attention is drawn to the court's duty under rule 28.2(2) to set a case management timetable and to fix a trial date or a trial period, and to the matters which are to be dealt with by directions under Rule 28.7 and Rule 28.15.

3.2 The court will seek to tailor its directions to the needs of the case and the steps of which it is aware that the parties have already taken to prepare the case. In particular it will have regard to the extent to which Practice Direction (Pre-Action Conduct) or any pre-action protocol has or (as the case may be) has not been complied with.

3.3 At this stage the court's first concern will be to ensure that the issues between the parties be identified and that the necessary evidence is prepared and disclosed.

3.4 The court may have regard to any document filed by a party with their directions questionnaire containing further information provided that the document states either that its contents have been agreed with every other party or that it has been served on every other party and when it was served. In noise induced hearing loss claims any defendant requesting a preliminary trial on limitation must file a document with their directions questionnaire which identifies the evidence and legal argument said to give that defendant a real prospect of success on the issue of limitation.

3.5 If—

- (a) the parties have filed agreed directions for the management of the case; and
- (b) the court considers that the proposals are suitable,

it may approve them and give directions in the terms proposed.

3.6

(1) To obtain the court's approval the agreed directions must—

- (a) set out a timetable by reference to calendar dates for the taking of steps for the preparation of the case;

- (b) include a date or a period (the trial period) when it is proposed that the trial will take place;
- (c) include provision about disclosure of documents; and
- (d) include provision about both factual and expert evidence.

(2) The provision in paragraph (1)(d) may be to the effect that no expert evidence is required.

3.7 Directions agreed by the parties should also, where appropriate, contain provisions about—

- (a) the filing of any reply or amended statement of case that may be required;
- (b) dates for the service of requests for further information under Practice Direction 18 and questions to experts under rule 35.6 and when they are to be dealt with;
- (c) the disclosure of evidence; and
- (d) the use of a single joint expert or, in cases where the use of a single expert has not been agreed, the exchange and agreement of expert evidence (including whether exchange is to be simultaneous or sequential) and without prejudice discussions of the experts.

3.8 If the court does not approve the agreed directions filed by the parties but decides that it will give directions on its own initiative without a hearing, it will take them into account in deciding what directions to give.

3.9 Where the court is to give directions on its own initiative and it is not aware of any steps taken by the parties other than the service of statements of case, its general approach will be—

- (a) to give directions for the filing and service of any further information required to clarify either party's case;
 - (b) to direct disclosure between the parties in accordance with rules 28.2(3) and (4);
 - (c) to direct the disclosure of witness statements by way of simultaneous exchange;
 - (d) to give directions for a single joint expert unless there is good reason not to do so;
- and

(e) in cases where directions for a single expert are not given—

- (i) to direct disclosure of experts' reports by way of simultaneous exchange; and
- (ii) if experts' reports are not agreed, to direct a discussion between the experts for the purpose set out in rule 35.12(1) and the preparation of a report under rule 35.12(3).

3.10 Where the court is proposing on its own initiative to make an order under rule 35.15 (which gives the court power to appoint an assessor), the court must, unless the parties have consented in writing to the order, list a directions hearing.

3.11 The standard period between the giving of directions and the trial will be not more than 30 weeks.

4. Variation of directions

4.1 Paragraphs 4.2 to 4.5 deal with the procedure to be adopted—

- (a) where a party is dissatisfied with a direction given by the court;
- (b) where the parties agree about changes they wish made to the directions given; or
- (c) where a party wishes to apply to vary a direction.

4.2

(1) It is essential that any party who wishes to have a direction varied takes steps to do so as soon as possible.

(2) The court will assume for the purposes of any later application that a party who did not appeal and who made no application to vary within 14 days of service of the order containing the directions was content that they were correct in the circumstances then existing.

4.3

(1) Where a party is dissatisfied with a direction given or other order made by the court they may appeal or apply to the court for it to reconsider its decision.

(2) They should appeal if the direction was given or the order was made at a hearing at which they were present or represented, or of which they had due notice.

(3) In any other case they should apply to the court to reconsider its decision.

(4) If an application is made for the court to reconsider its decision—

(a) it will usually be heard by the judge who gave the directions or another judge of the same level;

(b) the court will give all parties at least 3 days' notice of the hearing; and

(c) the court may confirm its decision or make a different order.

4.4 Where there has been a change in the circumstances since the order was made the court may set aside or vary any direction it has given. It may do so on application or on its own initiative.

4.5

(1) Where the parties agree about changes to be made to the directions given, if rule 2.11 (variation by agreement of a date set by the court for doing any act other than those stated in the note to that rule), rule 3.8(4) (extensions of time by written agreement in circumstances within rule 3.8(3)) or rule 31.5, 31.10(8) or 31.13 (agreements about disclosure) apply, the parties need not file the written agreement.

(2) In any other case—

(a) the parties must—

(i) apply for an order by consent; and

(ii) file a draft of the order sought and an agreed statement of the reasons why the variation is sought; and

(b) the court may make an order in the agreed terms or in other terms without a hearing, but it may direct that a hearing is to be listed.

5. Failure to comply with case management directions

5.1 Where a party has failed to comply with a direction given by the court any other party may apply for an order to enforce compliance or for a sanction to be imposed or both of these.

5.2 The party entitled to apply for such an order must do so without delay but should first warn the other party of their intention to do so.

5.3 The court may take any such delay into account when it decides whether to make an order imposing a sanction or whether to grant relief from a sanction imposed by the rules or any practice direction.

5.4

(1) The court will not allow a failure to comply with directions to lead to the postponement of the trial unless the circumstances of the case are exceptional.

(2) If it is practicable to do so the court will exercise its powers in a manner that enables the case to come on for trial on the date or within the period previously set.

(3) In particular the court will assess what steps each party should take to prepare the case for trial, direct that those steps are taken in the shortest possible time and impose a sanction for non-compliance. Such a sanction may, for example, deprive a party of the right to raise or contest an issue or to rely on evidence to which the direction relates.

(4) Where it appears that one or more issues are or can be made ready for trial at the time fixed while others cannot, the court may direct that the trial will proceed on the issues which are or will then be ready, and order that no costs will be allowed for any later trial of the remaining issues or that those costs will be paid by the party in default.

(5) Where the court has no option but to postpone the trial it will do so for the shortest possible time and will give directions for the taking of the necessary steps in the meantime as rapidly as possible.

(6) Litigants and lawyers must be in no doubt that the court will regard the postponement of a trial as an order of last resort. The court may exercise its power to require a party as well as their legal representative to attend court at a hearing where such an order is to be sought.

6. Pre-trial check lists (listing questionnaires)

6.1

(1) The pre-trial check list (listing questionnaire) will be in Form N170.

(2) Unless it has dispensed with pre-trial check lists, the court will send Forms N170 and N171 (Notice of date for return of the pre-trial check list) to each party no later than 2 weeks before the date specified in the notice of allocation or in any later direction of the court for the return of the completed check lists.

(3) When all the pre-trial check lists have been filed or when the time for filing them has expired and where a party has filed a pre-trial checklist, but another party has not done so, the file will be placed before a judge for their directions.

(4) Although the Rules do not require the parties to exchange copies of the check lists before they are filed they are encouraged to do so to avoid the court being given conflicting or incomplete information.

6.2 Attention is drawn to rule 28.4(1) (which sets out the court's duty at the pre-trial check list stage) and to rule 28.4(4) (which sets out circumstances in which the court may decide to hold a hearing).

6.3

(1) Where the judge decides to hold a hearing under rule 28.4(4) the court will fix a date which is as early as possible, and the parties will be given at least 3 days' notice of the date.

(2) The notice of such a hearing will be in Form N153.

6.4 The court's general approach will be as set out in the following paragraphs. The court may however decide to make other orders, and in particular the court will take into account the steps, if any, which the parties have taken to prepare the case for trial.

6.5

(1) Where no party files a pre-trial checklist the court will order that unless a completed pre-trial checklist is filed within 7 days from service of that order, the claim, defence and any counterclaim will be struck out without further order of the court.

(2) Where a party files a pre-trial check list, but another party does not do so, the court normally will give directions. These will usually fix or confirm the trial date and provide for steps to be taken to prepare the case for trial.

7. Directions the court will give on listing

7.1 Directions the court must give—

- (a) the court must confirm or fix the trial date, specify the place of trial and give a time estimate. The trial date must be fixed, and the case listed on the footing that the hearing will end on the same calendar day as that on which it commenced.
- (b) the court will serve a notice of hearing on the parties at least 3 weeks before the hearing unless they agree to accept shorter notice or the court authorises shorter service under rule 28.5(2), and
- (c) the notice of hearing will be in Form N172.

7.2 (Other directions)

(1) The parties should seek to agree directions and may file the proposed order. The court may make an order in those terms, or it may make a different order.

(2) Agreed directions should include provision about—

- (a) evidence;
- (b) a trial timetable and time estimate;
- (c) the preparation of a trial bundle; and
- (d) any other matter needed to prepare the case for trial.

(3) The court will include such of these provisions as are appropriate in any order that it may make, whether or not the parties have filed agreed directions.

(4)

- (a) a direction giving permission to use expert evidence will say whether it gives permission for oral evidence or reports or both and will name the experts concerned;

- (b) the court will not make a direction giving permission for an expert to give oral evidence unless it believes it is necessary in the interests of justice to do so;
- (c) where no 'without prejudice' meeting or other discussion between experts has taken place, the court may grant that permission conditionally on such a discussion taking place and a report being filed before the trial.

7.3 The principles set out in paragraph 4 of this practice direction about the variation of directions apply also to directions given at this stage.

8. The trial

8.1 The trial will normally take place at the court where the case is being managed, but it may be at another court if it is appropriate having regard to the needs of the parties and the availability of court resources.

8.2 The judge will generally have read the papers in the trial bundle and may dispense with an opening address.

8.3 The judge may confirm or vary any timetable given previously, or if none has been given set one.

8.4 Attention is drawn to the provisions in Part 32 and the following parts of the Rules about evidence, and in particular—

- (a) to rule 32.1 (court's power to control evidence and to restrict cross-examination);
and
- (b) to rule 32.5(2) (witness statements to stand as evidence in chief).

SECTION II

PROVISIONS APPLYING ONLY TO CASES ALLOCATED TO THE FAST TRACK

9. Further provisions about directions

9.1 The court will seek whenever possible to give directions without the need for a hearing to take place.

9.2

(1) If it appears to the court that the claim is one which will be allocated to the fast track but that it cannot properly give directions on its own initiative or approve agreed directions that have been filed, the court may either—

(a) allocate the claim to the fast track, fix a trial date or trial period and direct that a case management hearing is to be listed and give directions at that hearing; or

(b) direct that an allocation hearing is to be listed and give directions at that hearing.

(2) In either case the hearing will be listed as promptly as possible.

9.3 When considering disclosure of documents under 3.6(1)(c) above the court may direct that disclosure will take place by the supply of copy documents without a list, but it must in that case either direct that the parties must serve a disclosure statement with the copies or record that they have agreed to disclose in that way without such a statement.

9.4 Relevant standard directions can be found at:

<http://www.justice.gov.uk/courts/procedure-rules/civil>. When making an order the court will as far as possible base its order on those forms. Agreed directions which the parties file and invite the court to make should also be based on those forms.

9.5 The table set out below contains a typical timetable the court may give for the preparation of the case.

Disclosure	4 weeks
Exchange of witness statements	10 weeks
Exchange of experts' reports	14 weeks
Sending of pre-trial check lists (listing questionnaires) by the court	20 weeks
Filing of completed pre-trial check lists	22 weeks
Hearing	30 weeks

These periods will run from the date of the notice of allocation.

9.6

(1) Where it considers that some or all of the steps in that timetable are not necessary the court may omit them and direct an earlier trial.

(2) This may happen where the court is informed that Practice Direction (Pre-Action Conduct) or any pre-action protocol has been complied with or that steps which it would otherwise order to be taken have already been taken.

(3) It may also happen where an application (for example for summary judgment or for an injunction) has been heard before allocation and little or no further preparation is required. In such a case the court may dispense with the need for a pre-trial check list.

10. Further provisions about the trial

10.1 The latest proposed date for the trial or the end of the trial period must be not later than 30 weeks from the date the directions order is made.

10.2 The trial period must not be longer than 3 weeks.

10.3 Where a trial is not finished on the day for which it is listed the judge will normally sit on the next court day to complete it.

10.4 Save where costs are fixed under Sections VI, Section VIII and Section IX of Part 45, paragraph 9.2 of Practice Direction 44 applies in the fast track.”

SCHEDULE 3

“PRACTICE DIRECTION 45 – TABLES OF FIXED COSTS (2023)”

This Practice Direction supplements Part 45

Contents of this Practice Direction

Title
I – FIXED COSTS TABLES
TABLE 1: rule 45.8 – pre-action and interim applications
TABLE 2: rule 45.17 – amount of fixed commencement costs in a claim for the recovery of money or goods
TABLE 3: rule 45.19 – fixed costs on entry of judgment in a claim for the recovery of money or goods
TABLE 4: rule 45.20 – amount of fixed commencement costs in a claim for the recovery of land (including possession) or a demotion claim or prohibited conduct standard contract claim (Wales)
TABLE 5: rule 45.21 – fixed costs on entry of judgment in a claim for the recovery of land (including possession) or a demotion claim or prohibited conduct standard contract claim (Wales)
TABLE 6: rule 45.22 – miscellaneous fixed costs
TABLE 7: rule 45.23 – fixed costs of enforcement
TABLE 8: rule 45.25 – amount of fixed commencement costs in a County Court claim for the recovery of money conducted by an HMRC Officer
TABLE 9: rule 45.26 – fixed costs on entry of judgment in a County Court claim for recovery of money conducted by an HMRC Officer

TABLE 10: rule 45.29 – amount of fixed costs (RTA Protocol)

TABLE 11: rule 45.29 – amount of fixed costs (EL/PL Protocol)

TABLE 12: rule 45.44 – amount of fixed costs in the fast track

TABLE 13: rule 45.46 – specialist legal advice

TABLE 14: rule 45.50 – amount of fixed costs in the intermediate track

TABLE 15: rule 45.53 – amount of fixed costs in claims for noise induced hearing loss

TABLE 16: rule 45.59 – amount of allowable disbursements for loss of earnings or loss of leave

II – ADDITIONAL COSTS FOR WORK IN SPECIFIED AREAS

(“LONDON WEIGHTING”)

I – FIXED COSTS TABLES

TABLE 1: rule 45.8 – pre-action and interim applications

A. A claim which would normally be or is assigned to complexity bands 1, 2 of 3 of Table 12	£250
B. A claim— (a) which would normally be or is assigned to complexity band 4 of Table 12; or (b) to which Table 14 or Table 15 applies	£333
C. An application for— (a) summary judgment under Part 24;	£750

(b)	an interim payment under Part 25; or	
(c)	an interim injunction under Part 25	

TABLE 2: rule 45.17 – amount of fixed commencement costs in a claim for the recovery of money or goods

Relevant band	Where the claim form is served by the court or by any method other than personal service by the claimant	Where— <ul style="list-style-type: none"> the claim form is served personally by the claimant; and there is only one defendant 	Where there is more than one defendant, for each additional defendant personally served at separate addresses by the claimant
Where— <ul style="list-style-type: none"> the value of the claim exceeds £25 but does not exceed £500 	£50	£60	£15
Where— <ul style="list-style-type: none"> the value of the claim exceeds £500 but does not exceed £1,000 	£70	£80	£15
Where— <ul style="list-style-type: none"> the value of the claim exceeds 	£80	£90	£15

<p>£1,000 but does not exceed £5,000; or</p> <ul style="list-style-type: none"> the only claim is for delivery of goods and no value is specified or stated on the claim form 			
<p>Where—</p> <ul style="list-style-type: none"> the value of the claim exceeds £5,000 	£100	£110	£15

TABLE 3: rule 45.19 – fixed costs on entry of judgment in a claim for the recovery of money or goods

	Where the amount of the judgment exceeds £25 but does not exceed £5,000	Where the amount of the judgment exceeds £5,000
Where judgment in default of an acknowledgment of service is entered under rule 12.4(1) (entry of judgment by request on claim for money only)	£22.00	£30.00
Where judgment in default of a defence is entered under rule 12.4(1) (entry of judgment by request	£25.00	£35.00

on claim for money only)		
Where judgment is entered under rule 14.4 (judgment on admission), or rule 14.5 (judgment on admission of part of claim) and claimant accepts the defendant's proposal as to the manner of payment	£40.00	£55.00
Where judgment is entered under rule 14.4 (judgment on admission), or rule 14.5 (judgment on admission of part of claim) and court decides the date or time of payment	£55.00	£70.00
Where summary judgment is given under Part 24 or the court strikes out a defence under rule 3.4(2)(a), in either case, on application by a party	£175.00	£210.00
Where judgment is given on a claim for delivery of goods under a regulated agreement within the meaning of the Consumer Credit Act 1974 ¹ and no other entry in this table applies	£60.00	£85.00

TABLE 4: rule 45.20 – amount of fixed commencement costs in a claim for the recovery of land (including possession) or a demotion claim or prohibited conduct standard contract claim (Wales)

Where the claim form is served by the court or by any method other than personal service by the claimant	Where— <ul style="list-style-type: none"> the claim form is served personally by the claimant; and there is only one 	Where there is more than one defendant, for each additional defendant personally served at separate addresses by the claimant
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	defendant	
£69.50	£77.00	£15.00

TABLE 5: rule 45.21 – fixed costs on entry of judgment in a claim for the recovery of land (including possession) or a demotion claim or prohibited conduct standard contract claim (Wales)

(1) Amount to be included in the judgment for the claimant’s legal representative’s charges where– (a) the claimant has claimed fixed commencement costs under rule 45.20; and (b) judgment is entered in a claim to which rule 45.16(2)(d) or (f) applies	The total of– (a) the fixed commencement costs; and (b) the sum of £57.25
(2) Amount allowed for the claimant’s legal representative’s charges for preparing and filing– (a) the claim form; (b) the documents that accompany the claim form; and (c) the request for possession, where an order for possession is made in a claim to which rule 45.16(2)(e) applies	£79.50

TABLE 6: rule 45.22 – miscellaneous fixed costs

For service by a party of any document other than the claim form required to be served personally including preparing and copying a certificate of service for each individual served	£15.00
Where service by an alternative method or at an alternative place is	£53.25

permitted by an order under rule 6.15 for each individual served	
Where a document is served out of the jurisdiction—	
(a) in Scotland, Northern Ireland, the Isle of Man or the Channel Islands;	£68.25
(b) in any other place	£77.00

TABLE 7: rule 45.23 – fixed costs of enforcement

For an application under rule 70.5(4) that an award may be enforced as if payable under a court order, where the amount outstanding under the award—	
exceeds £25 but does not exceed £250	£30.75
exceeds £250 but does not exceed £600	£41.00
exceeds £600 but does not exceed £2,000	£69.50
exceeds £2,000	£75.50
On attendance to question a judgment debtor (or officer of a company or other corporation) who has been ordered to attend court under rule 71.2 where the questioning takes place before a court officer	for each half hour or part, £15.00
On the making of a final third party debt order under rule 72.8(6)(a) or an order for the payment to the judgment creditor of money in court under rule 72.10(1)(b):	
if the amount recovered is less than £150	one-half of the amount recovered

otherwise	£98.50
On the making of a final charging order under rule 73.10(6A)(a), 73.10(7)(a) or 73.10A(3)(a)	£110.00
	The court may also allow reasonable disbursements in respect of search fees and the registration of the order.
Where a certificate is issued and registered under Schedule 6 to the Civil Jurisdiction and Judgments Act 1982 ² , the costs of registration	£39.00
Where permission is given under rule 83.13 to enforce a judgment or order giving possession of land and costs are allowed on the judgment or order, the amount to be added to the judgment or order for costs—	
(a) basic costs	£42.50
(b) where notice of the proceedings is to be to more than one person, for each additional person	£2.75
Where a writ of control as defined in rule 83.1(2)(k) is issued against any party	£51.75
Where a writ of execution as defined in rule 83.1(2)(l) is issued against any party	£51.75
Where a request is filed for the issue of a warrant of control under rule 83.15 for a sum exceeding £25	£2.25
Where a request is filed for the issue of a warrant of	£2.25

delivery under rule 83.15 for a sum exceeding £25	
Where an application for an attachment of earnings order is made and costs are allowed under rule 89.10 or CCR Order 28, rule 10, for each attendance on the hearing of the application	£8.50

TABLE 8: Rule 45.25 – amount of fixed commencement costs in a County Court claim for the recovery of money conducted by an HMRC Officer

Where value of claim does not exceed £1000	£ Nil
Where the value of the claim exceeds £1000 but does not exceed £15,000	£60.00
Where the value of the claim exceeds £15,000 but does not exceed £100,000	£100.00
Where the value of the claim exceeds £100,000	£180.00

TABLE 9: Rule 45.26 – fixed costs on entry of judgment in a County Court claim for recovery of money conducted by an HMRC Officer

Where the value of the claim does not exceed £5,000	£15.00
Where the value of the claim exceeds £5,000	£20.00

TABLE 10: rule 45.29 – amount of fixed costs (RTA Protocol)

Where the value of the claim for damages is not more than £10,000		Where the value of the claim for damages is more than £10,000	
Stage 1 fixed costs	£200	Stage 1 fixed costs	£200

Stage 2 fixed costs	£300	Stage 2 fixed costs	£600
Stage 3 - Type A fixed costs	£250	Stage 3 - Type A fixed costs	£250
Stage 3 - Type B fixed costs	£250	Stage 3 - Type B fixed costs	£250
Stage 3 - Type C fixed costs	£150	Stage 3 - Type C fixed costs	£150

TABLE 11: rule 45.29 – amount of fixed costs (EL/PL Protocol)

Where the value of the claim for damages is not more than £10,000		Where the value of the claim for damages is more than £10,000	
Stage 1 fixed costs	£300	Stage 1 fixed costs	£300
Stage 2 fixed costs	£600	Stage 2 fixed costs	£1300
Stage 3 - Type A fixed costs	£250	Stage 3 - Type A fixed costs	£250
Stage 3 - Type B fixed costs	£250	Stage 3 - Type B fixed costs	£250
Stage 3 - Type C fixed costs	£150	Stage 3 - Type C fixed costs	£150

TABLE 12: rule 45.44 – amount of fixed costs in the fast track

	Complexity Band

	1	2	3	4
A. If Parties reach a settlement prior to the claimant issuing proceedings under Part 7				
(1) Where damages are not more than £5,000	£ Nil	The greater of £660 or £120 + an amount equivalent to 20% of the damages	£1,100 + an amount equivalent to 17.5% of the damages	In each case— £2,600 + an amount equivalent to 15% of the damages + £510 per extra defendant
(2) Where damages are more than £5,000, but not more than £10,000	£ Nil	£1,300 + an amount equivalent to 15% of damages over £5,000	£2,200 + an amount equivalent to 12.5% of damages over £5,000	
(3) Where damages are more than £10,000	£580	£2,300 + an amount equivalent to 10% of damages over £10,000	£3,000 + an amount equivalent to 10% of damages over £10,000	
B. If proceedings are issued under Part 7, but the case settles or is discontinued before trial				
(1) On or after the date that the court issues the claim, but before the date that the court	£2,100	£1,400 + an amount equivalent to 20% of the	£3,200 + an amount equivalent to 20% of the	£3,000 + an amount equivalent to 40% of the damages +

allocates the claim under Part 26		damages	damages	£760 per extra defendant
(2) On or after the date that the court allocates the claim under Part 26, but before the date that the court lists the claim for trial	£2,500	£2,300 + an amount equivalent to 20% of the damages	£4,000 + an amount equivalent to 25% of the damages	£6,400 + an amount equivalent to 40% of the damages + £760 per extra defendant
(3) On or after the date that the court lists the claim for trial but before trial	£3,800	£3,200 + an amount equivalent to 20% of the damages	£5,100 + an amount equivalent to 30% of the damages	£7,900 + an amount equivalent to 40% of the damages + £760 per extra defendant
C. If the claim is disposed of at trial				
	£3,800	£3,200 + an amount equivalent to 20% of the damages agreed or awarded	£5,100 + an amount equivalent to 30% of the damages agreed or awarded	£7,900 + an amount equivalent to 40% of the damages agreed or awarded + £760 per extra defendant
D. Trial advocacy fees				
(1) Where the value of the claim is not more than £3,000	£580	£580	£580	£1,600

(2) Where the value of the claim is more than £3,000, but not more than £10,000	£820	£820	£820	£1,600
(3) Where the value of the claim is more than £10,000, but not more than £15,000	£1,200	£1,200	£1,200	£2,100
(4) Where the value of the claim is more than £15,000	£2,000	£2,000	£2,000	£2,900

TABLE 13: rule 45.46 – specialist legal advice

A. Providing post-issue advice in writing or in conference	£1,000
B. Drafting a statement of case	£500

TABLE 14: rule 45.50 – amount of fixed costs in the intermediate track

Stage	Complexity Band			
	1	2	3	4
S1 From pre-issue up to and including the date of service of the defence	£1,600 + an amount equivalent to 3% of the damages	£5,000 + an amount equivalent to 6% of the damages	£6,400 + an amount equivalent to 6% of the damages	£9,300 + an amount equivalent to 8% of the damages

S2				
Specialist legal representative providing post-issue advice in writing or in conference or drafting a statement of case	£2,000	£2,000	(a) £2,300; or (b) £3,500 if counsel is also instructed to draft a defence to a counterclaim	(a) £2,300; or (b) £3,500 if counsel is also instructed to draft a defence to a counterclaim
S3				
From the date of service of the defence up to the earlier of the date set for CMC or the order giving directions under 28.2	£4,000+ an amount equivalent to 10% of the damages	£7,700 + an amount equivalent to 12% of the damages	£9,100 + an amount equivalent to 12% of the damages	£13,000 + an amount equivalent to 14% of the damages
S4				
From the end of Stage 3 up to and including the date set by the court for inspection of documents	£4,600 + an amount equivalent to 12% of the damages	£9,400 + an amount equivalent to 14% of the damages	£11,000 + an amount equivalent to 14% of the damages	£16,000 + an amount equivalent to 16% of the damages
S5				
From the end of Stage 4 up to and including the later of the dates set by the court for service of witness statements or	£5,200 + an amount equivalent to 12% of the damages	£11,000 + an amount equivalent to 16% of the damages	£12,000 + an amount equivalent to 16% of the damages	£20,000 + an amount equivalent to 18% of the damages

expert reports				
S6				
From the end of Stage 5 up to and including the date set for the pre-trial review or up to 14 days before the trial date, whichever is earlier	£5,900 + an amount equivalent to 15% of the damages	£15,000 + an amount equivalent to 16% of the damages	£16,000 + an amount equivalent to 16% of the damages	£24,000 + an amount equivalent to 18% of the damages
S7				
Specialist legal representative advising in writing or in conference following the filing of a defence	£1,400	£1,700	£2,300	£2,900
S8				
From the end of Stage 6 up to the date of the trial	£6,600 + an amount equivalent to 15% of the damages, less £580 if that party did not prepare the trial bundle	£17,000 + an amount equivalent to 20% of the damages, less £870 if that party did not prepare the trial bundle	£19,000 + an amount equivalent to 20% of the damages, less £1,120 if that party did not prepare the trial bundle	£29,000 + an amount equivalent to 22% of the damages, less £1,400 if that party did not prepare the trial bundle
S9				
Attendance of a legal representative (other than the trial advocate) at trial	£580	£870	£1,200	£1,400

per day, less an amount equivalent to 50% per day where, on any day, the trial lasts no more than half a day				
S10				
Advocacy fee: day 1	£3,200	£3,500	£4,000	£5,800
S11				
Advocacy fees for subsequent days, less an amount equivalent to 50% per day where, on any subsequent day, the trial lasts no more than half a day	£1,400	£1,700	£2,000	£2,900
S12				
Handing down of a reserved judgment and consequential matters, where dealt with separately from the trial	£580	£580	£580	£580
S13				
Alternative Dispute Resolution: additional fee payable once only where a mediation or joint settlement meeting takes place	£1,200	£1,200	£1,200	£1,200
S14				

Alternative Dispute Resolution: additional fee payable once only for specialist legal representative attendance at a mediation or joint settlement meeting covered by S13	£1,400	£1,700	£2,000	£2,300
S15				
Approval of settlement for child, unless the settlement is approved at trial	£1,200	£1,400	£1,700	£2,000

TABLE 15: rule 45.53 – amount of fixed costs in claims for noise induced hearing loss

Stage	1 Defendant	2 Defendants	3 Defendants
A: Pre-Litigation			
2A: Liability admitted, papers not prepared to start proceedings	£2,900	£3,500	£4,000
2B: Liability admitted, papers prepared to start proceedings	£3,500	£4,000	£4,600
3A: Liability disputed, papers not prepared to start proceedings	£4,000	£4,600	£5,200
3B: Liability disputed, papers prepared to start	£4,600	£5,200	£5,800

proceedings			
B: Post-Litigation			
L1: On or after the date that the court issues the claim, but before the date that the court allocates the claim under Part 26	Add £1,900	Add £2,300	Add £2,700
L2: On or after the date that the court allocates the claim under Part 26, but before the date that the court lists the claim for trial	Add a further £1,900	Add a further £2,300	Add a further £2,700
L3 On or after the date that the court lists the claim for trial but before the trial	Add a further £2,200	Add a further £2,600	Add a further £3,000
Maximum possible (3B+L1+L2+L3)	£10,600	£12,400	£14,200
C: Trial advocacy fees			
Single fee irrespective of value or number of defendants	£1,600	£1,600	£1,600

TABLE 16: rule 45.59 – amount of allowable disbursements for loss of earnings or loss of leave

<p>A. Where the value of the claim for damages is not more than £10,000</p>	<p>£95, per day, for each person</p>
<p>B. Where the value of the claim for damages is more than £10,000</p>	<p>£135, per day, for each person</p>

II - ADDITIONAL COSTS FOR WORK IN SPECIFIED AREAS (“LONDON WEIGHTING”)

The areas referred to in rule 45.3(1) are (within London) the areas served by the County Court hearing centres at Barnet, Brentford, Central London, Clerkenwell and Shoreditch, Edmonton, Ilford, Mayors and City of London, Romford, Wandsworth and Willesden and (outside London) the County Court hearing centres at Bromley, Croydon, Dartford, Gravesend and Uxbridge.”.