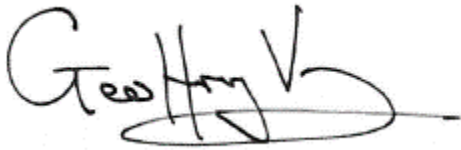


## 182<sup>nd</sup> UPDATE – PRACTICE DIRECTION AMENDMENTS

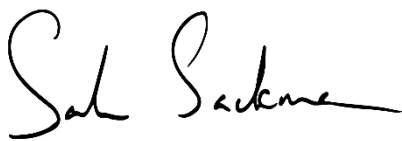
The amendments to Practice Direction 51 R – Online Civil Money Claims Pilot, which supplement the Civil Procedure Rules 1998, are made by the Master of the Rolls under the powers delegated to him by the Lady Chief Justice under Schedule 2, Part 1, paragraph 2(2) of the Constitutional Reform Act 2005, by Sarah Sackman KC, Minister of State (Ministry of Justice), by the authority of the Lord Chancellor.

The amendments come into force at 11 a.m. on 20<sup>th</sup> March 2025.

A handwritten signature in black ink, appearing to read 'Geoffrey Vos', with a large, stylized 'V' at the end.

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

A handwritten signature in black ink, appearing to read 'Sarah Sackman', with a large, stylized 'S' at the beginning.

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Signed by authority of the Lord Chancellor:

Sarah Sackman KC

Minister of State

Ministry of Justice

Date: 19/03/2025

## **PRACTICE DIRECTION 51R – ONLINE CIVIL MONEY CLAIMS PILOT**

- 1) In the table of contents –
  - a. in the entries for section 16B, paragraph 16B.1 and paragraph 16B.2, in the first column, omit “Represented parties –”;
  - b. in the entries for section 17 and paragraph 17.1, in the first column –
    - i. omit “Parties acting in person –”;
    - ii. for “an application or” substitute “a”.

- 2) In paragraph 1.1, after the definition of “the OCMC website”, insert –

““online application” means an application made using the OCMC website;”.

- 3) In paragraph 4.2 –
  - a. omit “in accordance with Civil Procedure Rules Part 23”;
  - b. at the end, after the full stop, insert “(Section 16B contains provisions about making applications.)”.

- 4) In paragraph 6A.2 –
  - a. in sub-paragraph (4) –
    - i. for “file” substitute “make”;
    - ii. omit “at the CTSC”;
    - iii. at the end, after the full stop, insert “(Section 16B contains provisions about making applications.)”;
  - b. omit sub-paragraph (5).

- 5) For the words in parentheses following each of paragraphs 7.4(6), 7.7(3), 7.8(4), 7.9(4), 7.12(3), 7.13(6), 7.14(4), 7.15(4), 7.40(8), 7.41B(3), 7.41C(4), 7.41D(4), 7.42C(3), 7.42D(6), 7.42E(4), 7.42F(4) and 11.1(7), substitute –

“(If a claimant wants to claim any costs other than court fees, for example the costs of paying for expert evidence, the claimant would have to make an application. Section 16B contains provisions about making applications.)”.

- 6) In paragraph 7.45 –
  - a. after Table A, insert –

“(2A) An application by the claimant to change a repayment plan to be more favourable to the defendant made using form N294 must be made using a

paper version of that form. On receipt of the form, the court must send the claim out of Online Civil Money Claims.

(2B) On receipt of form N245, the court must send the claim out of Online Civil Money Claims.”;

- b. after sub-paragraph (3), insert –

“(Section 16B contains provisions about making applications.)”;

- c. omit sub-paragraphs (3A) and (4);
- d. omit the words in parentheses following sub-paragraph (4).

- 7) In paragraph 7.46 –

- a. for sub-paragraph (2), substitute –

“(2) The defendant asks permission to withdraw their admission by making an application. (Section 16B contains provisions about making applications.)”;

- b. omit sub-paragraph (5).

- 8) In paragraph 16.1 –

- a. in sub-paragraph (2) –

- i. omit “using form N244 Application notice”;
- ii. at the end, insert “(Section 16B contains provisions about making applications.)”;

- b. omit sub-paragraphs (3) and (5).

- 9) In the headings to section 16B and paragraph 16B.1, omit “Represented parties –”.

- 10) In paragraph 16B.1 –

- a. in sub-paragraph (1), omit “and all the parties are represented”;
- b. in sub-paragraph (2), for “, a party wishing to make an application must use the OCMC website to make that application (“online application”)” substitute –

“–

(a) a represented party wishing to make an application must make an online application;

(b) a party acting in person wishing to make an application may make an online application.”;

- c. in sub-paragraph (10), in the opening words –
  - i. at the beginning, for “The” substitute “In addition to any applications that are required to be made as on-paper applications under paragraph 7.45, the”;
  - ii. after “must” insert “also”.

11) In the heading to paragraph 16B.2, omit “Represented parties –”.

12) In paragraph 16B.2 –

- a. in sub-paragraph (1), for “Where some or all of the parties are represented by a legal representative, if” substitute “If”;
- b. in sub-paragraph (2) –
  - i. for “CNBC” substitute “CTSC”;
  - ii. after “judge” insert “or “legal adviser” (as defined)”;
  - iii. at the end, insert –

“When the court receives any such application, the application must be considered by a judge or a “legal adviser” (as defined), if appropriate, who must give directions as to how the application is to be handled, which may include that the claim is to be sent out of Online Civil Money Claims.”;

- c. omit sub-paragraph (3).

13) In the headings to section 17 and paragraph 17.1 –

- a. omit “Parties acting in person –”;
- b. for “an application or” substitute “a”.

14) For paragraph 17.1(1) substitute –

“17.1 If the claimant or defendant wants to make a request to the court which is not catered for by this practice direction but is permitted by a provision elsewhere in the Civil Procedure Rules or Practice Directions, or by a court order, that party must notify the CTSC or, where the parties have received an order from a judge or a “legal adviser” (as defined) at a County Court hearing centre, or have been informed that the claim is to be managed at a County Court hearing centre, that hearing centre.”.

15) Omit paragraph 17.1(2).