



General Criminal Contract (January 2008)

Duty Solicitor Guidance

Scheme Selection Rules

October 2007

Contents

Section 1 – Normal Qualifying Rules for Schemes	3
A. First Scheme Application	3
B. Membership Of Additional Schemes	3
Section 2 – Schedule of Local Scheme Rules	5
Regional Office 1: Newcastle	5
Regional Office 2: Bristol	7
Regional Office 3: Birmingham	9
Regional Office 4: Cardiff	12
Regional Office 5: Liverpool	14
Regional Office 6: Manchester	15
Regional Office 7: Brighton	17
Regional Office 8: Nottingham	19
Regional Office 9: Cambridge	21
Regional Office 10: Reading	24
Regional Office 11: Leeds	26
Regional Office 12: London	28

Introduction

The following information is supplemental guidance to that contained in the Information For Applicants documentation allocation of –Duty Solicitor Slots from 14 January 2008. A copy of the IFA can be found on our website at www.legalservices.gov.uk CDS>Tenders.

All allocations will be made according to the Duty Solicitor Arrangements 2001, (“the Arrangements”)¹. As explained in the IFA, there are also Local Scheme Arrangements which have been agreed in the area after consultation. For ease of reference Section 1 below summarises the rules for membership set out in the Arrangements, whilst Section 2 lists the individual Local Scheme Rules which apply where Duty Solicitors apply for membership of an Additional Scheme, (as explained in Section 1B below).

Section 1 – Qualifying for Duty Schemes

A. First Scheme Application

All Duty Solicitor applicants are entitled to join at least one Duty Scheme as their “First Scheme”, which will be either:

- a) the Duty Scheme covering the area in which his or her office is located, (This is the office in which the Duty Solicitor is “normally in attendance”², and only one such office may be nominated)³, or
- b) any other Duty Scheme for which they can demonstrate that the magistrates court and police station are “more readily accessible”⁴ (i.e. closer and / or easier to get to) for them than those in the Duty Scheme at a) above.

B. Membership Of Additional Schemes

In addition to joining a First Scheme, the LSC may permit a Duty Solicitor to be included on one or more additional Duty Schemes (“Additional Schemes”) provided they comply with

- the general rules for inclusion on Additional Schemes explained below at 1. B (a) and (b) (if applicable); and
- any Local Scheme Rules which relate to Additional Scheme membership for that particular Duty Scheme.

Where the Scheme only contains Police Stations the General Rules for joining Additional Schemes will be expressed in terms of the Duty Solicitor’s travel time to the relevant Police Station.

There are different General Rules for Police Station only Schemes and Schemes which cover a Police Station and magistrates’ court.

General Rules for Inclusion on Additional Schemes⁵

(a) Police Station only Schemes (where the geographical area covered by the Duty Scheme does not contain a magistrates’ court)

Duty Solicitors may join Additional Police Station only Schemes, if they can demonstrate that they are able to attend the Police Station within 45 minutes of receiving a call from the DSCC requesting attendance at the Police Station – both in or out of normal office hours.

¹ A full copy of the Duty Solicitor Arrangements can be found at www.legalservices.gov.uk CDS>Tenders

² This means “normally based for the majority of the working week”, (paragraph 4.8 of the Arrangements)

³ Please contact your LSC Regional Office if you are unsure in which Duty Scheme area your office is located

⁴ Paragraph 4.9 of the Arrangements.

⁵ Paragraph 4.10 of the Arrangements.

(b) Police Station and magistrates' court Schemes (where the geographical area covered by the scheme contains both a Police Station and a magistrates' court)

Duty Solicitors may join one or more additional Police and magistrates' court Schemes if they meet the requirements set out below, which depend on whether the magistrates court in that Duty Scheme is classified at "busy" or "less busy"⁶..

(i) Busy Schemes

For a Duty Scheme with a busy court the office where the Duty Solicitor is based/normally works must be "readily accessible" to the magistrates' court in that Duty Scheme.

In considering whether that office is "**readily accessible**" we will take into consideration the three criteria set out below, namely:

- (a) the cost of travel by public transport from the court to the applicant's office where they are normally based which should generally not exceed £2.50 each way at peak times (i.e. when the cost is greatest); and
- (b) the journey from the court to the Duty Solicitor's office to the magistrates' court should generally not take more than 20 minutes by public transport each way including walking to and from the station or bus stop; and
- (c) the journey should be reasonably practicable including it should generally not be necessary to change forms of transport e.g. from one bus to another and that the public transport shall be reasonably frequent.

(ii) Less Busy Schemes

Duty Solicitors may apply for Additional Scheme membership to a Duty Scheme with a Less Busy Court provided that:

- (a) their organisation has an office which is reasonably accessible to the court; and
- (b) they can make arrangements for duty clients to be seen at that office

Even if the Duty Solicitors are not normally based at that office. The office has to be of the same supplier and must also hold a General Criminal Contract.

Special Rules

The LSC has Special Rules⁷ for particular Duty Schemes that differ from the General Rules for Inclusion on Additional Schemes⁸ where the particular local conditions mean that an alternative approach would be more appropriate, Examples of such circumstances may include:

- Where the geographical area of the Duty Scheme is large and where there are relatively low number of Duty Solicitors; or
- Where the Police Stations at which individuals are held are at some distance from where they were arrested and from the magistrates' court at which any hearing may take place.

The General and Special Rules for joining Additional Schemes are set out at Section 2 below.

If you are unsure as to which magistrates' court or Police Stations fall within which Scheme please contact any LSC Regional Office.

⁶ Local LSC Regional Offices can advise which Schemes are currently deemed to be Busy and Less Busy Schemes.

⁷ Paragraph 4.12 of the Arrangements

⁸ Paragraph 4.10 of the Arrangements.

Section 2 – Schedule of Local Scheme Rules for membership of additional Schemes

This section lists all of the Duty Schemes in England and Wales and provides details of the membership rules in force for joining them as **Additional Schemes**, including whether the applicable membership rules are General - Readily Accessible (Busy), General – Accessible (Less Busy) or Special Rules. If you require more information regarding the specific rules for any one of these Schemes, please contact the Contracting section of the specified Regional Office. For more information on Scheme Operation, i.e. Rota, Panel or mixed, please see section1.3 of the Information for Duty Solicitors.

Regional Office 1: Newcastle

CJS Area	Scheme Code	Scheme Name	Scheme Operation	Applicable Rules	Local Membership Rules
Cleveland	1001	Hartlepool	Rota	General	Readily Accessible to Magistrates' Court
	1002	Teeside	Mixed	General	Readily Accessible to Magistrates' Court
Durham	1003	Darlington	Mixed	Special	Membership as an Additional Scheme is open to solicitors whose firm has a contracted office, which is readily accessible to the Magistrates' Court, regardless of whether they are normally in attendance at said office.
	1004	South Durham	Rota	Special	Membership as an Additional Scheme is open to solicitors whose firm has a contracted office, which is readily accessible to the Magistrates' Court, regardless of whether they are normally in attendance at said office.
	1005	Durham	Rota	Special	Membership as an Additional Scheme is open to solicitors whose firm has a contracted office, which is readily accessible to the Magistrates' Court, regardless of whether they are normally in attendance at said office.
	1006	Derwentside	Mixed	Special	Membership as an Additional Scheme is open to solicitors whose firm has a contracted office, which is readily accessible to the Magistrates' Court, regardless of whether they are normally in attendance at said office.
	1007	Easington	Rota	Special	Membership as an Additional Scheme is permitted where the Duty Solicitor is normally in attendance at a contracted office within 30 minutes' travel time (by public transport) of the Magistrates' Court.

Northumbria	1008	South East Northumberland	Mixed	General	Readily Accessible to Magistrates' Court
	1009	Newcastle	Mixed	General	Readily Accessible to Magistrates' Court
	1010	Gateshead	Mixed	General	Readily Accessible to Magistrates' Court
	1011	North Tyneside	Mixed	General	Readily Accessible to Magistrates' Court
	1012	South Tyneside	Rota	General	Readily Accessible to Magistrates' Court
	1013	Sunderland / Houghton Le Spring	Mixed	General	Readily accessible to both the Sunderland and the Houghton le Spring Magistrates' Courts.
	1014	Berwick & Alnwick	Mixed	Special	Membership as an Additional Scheme is permitted provided that the Duty Solicitor's firm has an office within the scheme area (regardless of whether the Duty Solicitor is normally in attendance at said office.)
	1015	Tynedale & Hexham	Mixed	Special	Membership of the Police Station Weekend Rota as an Additional Scheme is open to solicitors normally in attendance at a contracted office within 45 minutes travel time (by car) of Hexham police station.

Regional Office 2: Bristol

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
Avon and Somerset	2001	North Avon and Thornbury	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2002	Bath and Wansdyke	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2003	Mendip / Yeovil & South Somerset	Mixed	General (rules relaxed) General	Within 1 hour travel time to Police Station and Readily Accessible to Magistrates' Court
	2004	Bristol	Mixed	General (rules relaxed) General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2005	Sedgemoor / Taunton Deane	Mixed	General	Within 1 hour 15 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2006	Weston Super Mare	Rota		Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
Dorset	2007	Central Dorset	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2008	Bournemouth & Christchurch	Rota	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2010	Bridport West Dorset / Weymouth & Dorchester	Panel / Mixed	General (rules relaxed)	Within 1 hour travel time to Police Station and Readily Accessible to Magistrates' Court
Wiltshire	2011	Salisbury	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2012	Chippenham / Trowbridge	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court

	2013	Swindon	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
Gloucestershire	2014	Gloucester	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2015	Stroud	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2016	Cheltenham	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
Devon & Cornwall	2017	Barnstaple	Rota	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2018	Exeter	Rota	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2019	Plymouth	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court
	2020	East Cornwall	Mixed	General (rules relaxed)	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court. These requirements will be relaxed for Duty Solicitors wishing to join the scheme as an Additional or Subsequent scheme. A provider setting up an a non-contracted "outreach" office in East Cornwall where clients can be seen other than the contracted office nominated as above, may select 1 solicitor to join the East Cornwall police station scheme.
	2021	Carrick / Kerrier (Camborne) / Penwith	Mixed	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court.
	2022	Teignbridge / Torbay	Rota	General	Within 45 minutes travel time to Police Station and Readily Accessible to Magistrates' Court

Regional Office 3: Birmingham

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
Staffordshire	3001	Stoke on Trent / Leek	Rota	General	Readily Accessible to Magistrates' Court. To also join Leek as an additional scheme the maximum travel rules to the Police Station must be met, this is 35 minutes by private transport. (Stoke On Trent)
				General	Readily Accessible to Magistrates' Court (Leek)
	3002	Stafford / Cannock & Rugeley	Rota	General	Readily Accessible to Magistrates' Court
Staffordshire	3003	Lichfield & Tamworth / Burton On Trent / Uttoxeter	Rota / Panel	General	Readily Accessible to Magistrates' Court (Tamworth and Lichfield)
				General	Accessible to Magistrates' Court: 28 minutes travel (Burton on Trent)
				General	Accessible to Magistrates' Court: 45 minutes travel (Uttoxeter)
Warwickshire	3004	Leamington / Nuneaton / Rugby	Rota	General	45 minutes to Police Station (Leamington)
				General	Readily Accessible to Magistrates' Court (Nuneaton)
				General (rules relaxed)	Court and Police Schemes Separate. Readily Accessible to Magistrates' Court (court and police schemes separate.) Membership of the Police Station scheme as an additional scheme is open to solicitors in attendance at a contracted office within 60 minutes travel time (public transport) of the Police Station. (Rugby)
West Mercia	3005	Hereford / Leominster	Mixed	General	Readily Accessible to Magistrates' Court. Solicitors
	3006	Kidderminster / Redditch	Rota	General	Accessible to Magistrates' Court: 27 minutes travel. (Kidderminster)
				General	Accessible to Magistrates' Court: 39 minutes travel. Rules allow firms based in Northfield Birmingham to be on this Police Station and Court scheme (Redditch)

	3007	Shrewsbury	Rota	General (rules relaxed)	Readily Accessible to Magistrates' Court (Solicitors may join either Telford or Shrewsbury but not both). To join Market Drayton as an additional court scheme the maximum travel rules to the Magistrates' Court must be met, this is 48 minutes by private transport. To join Oswestry as an additional court scheme the maximum travel rules to the Magistrates Court must be met, this is 39 minutes by private transport.
	3008	Telford	Rota / Panel	General (rules relaxed)	Readily Accessible to Magistrates' Court (Solicitors may join either Telford or Shrewsbury but not both). To join Market Drayton as an additional court scheme the maximum travel rules to the Magistrates' Court must be met, this is 48 minutes by private transport. To join Oswestry as an additional court scheme the maximum travel rules to the Magistrates Court must be met, this is 39 minutes by private transport.
	3009	Worcester	Rota	General (rules relaxed)	Readily Accessible to Magistrates' Court. Solicitors attached to this scheme are eligible to join any other Duty scheme as long as qualifying rules are met.
West Midlands	3010	Sandwell	Rota	Special	Providers based in either Birmingham, Solihull or Sandwell can only join their 'home' scheme, unless they are a member of Solihull back-up panel in which case providers can join one of the others schemes as well.
	3011	Wolverhampton & Seisdon	Rota	General (rules relaxed)	Accessible to Magistrates' Court: 29 minutes travel
	3012	Dudley & Halesowen	Rota / Mixed	General General (rules relaxed)	Readily Accessible to Magistrates' Court (Dudley) Accessible to Magistrates' Court: 37 minutes travel (Halesowen)
	3013	Walsall	Mixed	General Special	Accessible to Magistrates' Court: 30 minutes travel
	3014	Birmingham	Rota	Special	Providers based in either Birmingham, Solihull or Sandwell can only join their 'home' scheme, unless they are a member of Solihull back-up panel in which case providers can join one of the others schemes as well.

	3015	Solihull	Rota	General (rules relaxed)	Providers based in either Birmingham, Solihull or Sandwell can only join their 'home' scheme, unless they are a member of Solihull back-up panel in which case providers can join one of the others schemes as well.
	3016	Coventry	Rota		Accessible to Magistrates' Court: 40 minutes travel.

Regional Office 4: Cardiff

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
Dyfed Powys	4001	Amman Valley	Panel	Special	45 minutes to Police Station. Members of Amman Valley court scheme must also be members of Llanelli court scheme.
	4002	Carmarthen East Dyfed	Rota	General	Readily Accessible to Magistrates' Court
	4003	Llanelli	Mixed	General	Readily Accessible to Magistrates' Court.
	4004	Brecon and Radnor	Mixed	General	Readily Accessible to Magistrates' Court
	4005	Mid Wales	Mixed	General	Readily Accessible to Magistrates' Court
	4006	North Ceredigion / South Ceredigion	Mixed	General	Readily Accessible to Magistrates' Court
	4007	Pembrokeshire	Mixed	General	Readily Accessible to Magistrates' Court
Gwent	4008	East Gwent	Mixed	General	Readily Accessible to Magistrates' Court
	4009	Newport	Rota	General	Readily Accessible to Magistrates' Court
	4010	Lower Rhymney Valley / North Bedwelty / South Bedwelty	Mixed	General	Readily Accessible to Magistrates' Court

North Wales	4011	Bangor & Caernarfon	Mixed	General	Readily Accessible to Magistrates' Court. Providers based in Pwllheli are eligible to join the Bangor & Caernarfon scheme.
	4012	Colwyn Bay	Rota	General	Readily Accessible to Magistrates' Court
	4013	Denbighshire	Mixed	General	Readily Accessible to Magistrates' Court
	4014	Dolgellau	Panel	General	Readily Accessible to Magistrates' Court
	4015	Mold & Hawarden	Mixed	General	Readily Accessible to Magistrates' Court
	4016	North Anglesey	Mixed	General	Readily Accessible to Magistrates' Court
	4017	Pwllheli	Panel	General	Readily Accessible to Magistrates' Court.
	4018	Wrexham	Rota	General	Readily Accessible to Magistrates' Court
South Wales	4019	Cardiff	Rota	General	Readily Accessible to Magistrates' Court
	4020	Vale of Glamorgan	Rota	General	Readily Accessible to Magistrates' Courts
	4021	Cynon Valley	Mixed	General	Readily Accessible to Magistrates' Court
	4022	Miskin	Mixed	General	Readily Accessible to Magistrates' Court
	4023	Merthyr Tydfil	Mixed	General	Readily Accessible to Magistrates' Court
	4024	Port Talbot	Mixed	General	Readily Accessible to Magistrates' Court
	4025	Newcastle & Ogmore	Rota	General	Readily Accessible to Magistrates' Court
	4026	Neath	Mixed	General	Readily Accessible o Magistrates' Court
	4027	Swansea	Mixed	General	Readily Accessible to Magistrates' Court

Regional Office 5: Liverpool

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
Merseyside	5001	Bootle & Crosby	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	5002	Southport	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	5003	Liverpool	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	5004	St Helens	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	5005	Knowsley	Mixed	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	5006	Wirral	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.

Regional Office 6: Manchester

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
Cheshire	6001	Crewe & Natwich / Macclesfield	Rota / Rota	General General	Readily Accessible to Magistrates' Court (Crewe & Nantwich) Readily Accessible to Magistrates' Court (Macclesfield)
	6002	Warrington / Halton	Rota / Mixed	General General	Readily Accessible to Magistrates' Court (Warrington) Readily Accessible to Magistrates' Court (Halton)
	6003	Chester / Vale Royal	Rota / Panel	General General	Readily Accessible to Magistrates' Court (Chester) Readily Accessible to Magistrates' Court (Vale Royal)
Cumbria	6004	Barrow in Furness	Rota	General	Readily Accessible to Magistrates' Court
	6005	Kendall & Windermere	Rota	General General	Readily Accessible to Magistrates' Court Readily Accessible to Magistrates' Court (Carlisle)
	6006	Carlisle & Penrith	Rota / Mixed	General	Readily Accessible to Magistrates' Court (Penrith)
	6007	Whitehaven / Workington	Rota	General	Readily Accessible to Magistrates' Court (Whitehaven) Readily Accessible to Magistrates' Court (Workington)
Greater Manchester	6008	Manchester	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	6009	Stockport	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	6010	Trafford	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	6011	Salford	Rota	Special	Scheme membership is restricted to solicitors normally in attendance

	6012	Bolton	Rota	Special	at a CDS Supplier's office within the scheme area. Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	6013	Bury	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	6014	Wigan	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	6015	Rochdale / Middleton	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area. (Rochdale)
				Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area. (Middleton)
	6016	Tameside	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	6017	Oldham	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
Lancashire	6018	Burnley / Rossendale	Rota	General	Readily Accessible to Magistrates' Court (Burnley & Padiham)
				General	Readily Accessible to Magistrates' Court (Rossendale)
				General	Readily Accessible to Magistrates' Court (Pendle & Colne)
	6019	Accrington / Blackburn	Rota / Mixed	General	Readily Accessible to Magistrates' Court (Accrington)
				General	Readily Accessible to Magistrates' Court (Blackburn)
	6020	Blackpool	Rota	General	Readily Accessible to Magistrates' Court
	6021	Fleetwood	Mixed	General	Readily Accessible to Magistrates' Court
	6022	Lancaster	Mixed	General	Readily Accessible to Magistrates' Court
	6023	Chorley / Ormskirk / South Ribble & Leyland	Rota	General	Readily Accessible to Magistrates' Court (Chorley)
				General	Readily Accessible to Magistrates' Court (Ormskirk)
				General	Readily Accessible to Magistrates' Court (South Ribble & Leyland)
	6024	Preston	Rota	General	Readily Accessible to Magistrates' Court

Regional Office 7: Brighton

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
Kent	7001	Dartford & Gravesend	Rota	General	Readily Accessible to Magistrates' Court
	7002	Ashford & Tenterden / Dover / Folkestone	Mixed / Rota (Dover / Folkestone)	Special	Readily Accessible to Magistrates' Court. Duty Solicitors joining Ashford as a first scheme will be members of Dover and Folkestone court schemes and also have the option of joining Dover and/or Folkestone and/or Canterbury police station schemes. Duty Solicitors who join Ashford as a first scheme cannot also join Thanet. (Ashford)
				Special	Readily Accessible to Magistrates' Court. Duty Solicitors joining Dover as a first scheme will also be members of Ashford and Folkestone court schemes and also have the option of joining Ashford and/or Folkestone police station schemes. (Dover)
				Special	Readily Accessible to Magistrates' Court. Duty Solicitors joining Folkestone as a first scheme will also be a member of Ashford and Dover court schemes and also have the option of joining Ashford and Dover police station schemes. (Folkestone)
	7003	Medway	Rota	General	Readily Accessible to Magistrates' Court
	7004	Swale	Rota	General	Readily Accessible to Magistrates' Court
	7005	Maidstone & West Malling	Rota	General	Readily Accessible to Magistrates' Court
	7006	Canterbury / Thanet	Mixed	Special	Readily Accessible to Magistrates' Court. Duty Solicitors joining the Canterbury scheme must also join the Thanet court scheme and have the option of joining the Thanet police station scheme. (Canterbury)
Readily Accessible to Magistrates' Court. Duty Solicitors joining the Thanet scheme must also join the Canterbury court scheme and have the option of joining the Canterbury police station scheme. (Thanet)					
7007	West Kent (Tonbridge etc)	Rota	General	Readily Accessible to Magistrates' Court	

Surrey	7008	Guildford & Farnham	Rota	General	Readily Accessible to Magistrates' Court
	7009	North West Surrey (Woking)	Rota	General	Readily Accessible to Magistrates' Court
	7010	South East Surrey	Mixed	General	Readily Accessible to Magistrates' Court
	7011	Epsom	Mixed	General	45 minutes to Police Station
	7012	Staines	Mixed	General	Readily Accessible to Magistrates' Court.
Sussex	7013	Brighton & Hove & Lewes	Rota	General	Readily Accessible to Magistrates' Court
	7014	Chichester & District	Rota	General	Readily Accessible to Magistrates' Court
	7015	Crawley / Horsham	Rota	General	Readily Accessible to Magistrates' Court
	7016	Hastings	Rota	General	Readily Accessible to Magistrates' Court
	7017	Worthing	Rota	General	Readily Accessible to Magistrates' Court
	7018	Eastbourne	Rota	General	Readily Accessible to Magistrates' Court

Regional Office 8: Nottingham

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
Derbyshire	8001	East Derbyshire (Ripley) / Ilkeston	Rota	General	45 minutes to Police Station. Court closed for normal business. East Derbyshire providers eligible to join Derby court scheme
	8002	Ashbourne / Matlock / High Peak (Buxton)	Rota	General	Accessible to Magistrates' Court (Glossop and Buxton court schemes remain separate: 20 minutes travel to each court)
	8003	Chesterfield	Rota	General	Readily Accessible to Magistrates' Court.
	8004	Derby / Swadlincote	Mixed (Derby) / Panel (Swadlincote)	General General	Readily Accessible to Magistrates' Court (Derby) Readily Accessible to Magistrates' Court (Swadlincote)
Leicestershire	8005	Ashby & Coalville / Loughborough / Melton Mowbray	Rota	General	Readily Accessible to Magistrates' Court (Ashby & Coalville / Loughborough)
				General	Readily Accessible to Magistrates' Court (Melton Mowbray)
	8006	Leicester	Mixed	General	Readily Accessible to Magistrates' Court
	8007	Hinckley / Market Harborough	Mixed (Hinkley) / Panel (Market Harborough)	General	Readily Accessible to Magistrates' Court (Hinckley)
General				Readily Accessible to Magistrates' Court (Market Harborough)	

Lincolnshire	8008	Boston / Bourne / Stamford	Rota (Boston) / Panel (Bourne / Stamford)	General General	Readily Accessible to Magistrates' Court (Boston) Accessible to Magistrates' Court: 45 minutes travel (Bourne / Stamford)
	8009	Skegness	Mixed	General	Readily Accessible to Magistrates' Court. This scheme covers Louth and Skegness court. Duty Sols for Skegness court will only be those with an office within Skegness PSD and Duty Sols for Louth will only be those with an office within Horncastle and Louth PSD
	8010	Lincoln / Gainsborough	Rota (Lincoln) / Panel (Gainsborough)	General	Readily Accessible to Magistrates' Court
	8011	Grantham & Sleaford	Rota	General	Accessible to Magistrates' Court (Grantham and Sleaford court schemes remain separate: 20 minutes travel to each court)
Nottinghamshire	8012	Mansfield	Rota	General	Readily Accessible to Magistrates' Court
	8013	Newark	Rota	General	Readily Accessible to Magistrates' Court
	8014	Nottingham	Rota	General	Readily Accessible to Magistrates' Court
	8015	Worksop & East Retford	Panel	General	Accessible to Magistrates' Court (Worksop and Retford court schemes remain separate: 20 minutes travel to each court)
Northamptonshire	8016	Corby (Kettering) / Wellingborough	Mixed	General General	Readily Accessible to Magistrates' Court (Corby and Kettering court schemes remain separate) (Corby / Kettering) Readily Accessible to Magistrates' Court (Wellingborough)
	8017	Northampton	Rota	General	Readily Accessible to Magistrates' Court

Regional Office 9: Cambridge

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
Bedfordshire	9001	Bedford	Rota	Special	Any Duty Solicitor whose firm has a contracted office within the scheme is eligible to join
	9002	Luton	Rota	General	Readily Accessible to Magistrates' Court
Cambridgeshire	9003	Cambridge	Mixed	General	Accessible to Magistrates' Courts: 23 minutes travel
	9004	Ely	Panel	General	Readily Accessible to Magistrates' Court
	9005	Huntingdon	Rota	General	Readily Accessible to Magistrates' Court
	9006	March & Wisbech	Mixed	General	Readily Accessible to Magistrates' Court
	9007	Peterborough	Mixed	General	Readily Accessible to Magistrates' Court
Essex	9008	Basildon	Mixed	General	Readily Accessible to Magistrates' Court
	9009	Brentwood	Mixed	General	45 minutes to Police Station
	9010	Braintree	Rota	General	45 minutes to Police Station
	9011	Clacton & Harwich / Colchester	Rota	General	47 minutes to Police Station (Clacton & Harwich)
	9012	Grays	Rota	General	Readily Accessible to Magistrates' Court: 30 minutes travel (Colchester)
	9013	Harlow / Loughton	Rota	General	Readily Accessible to Magistrates' Court: 25 minutes travel
				General	Readily Accessible to Magistrates' Court (Harlow) 45 minutes to Police Station (Loughton)
	9014	Stansted	Panel	General	45 minutes to Police Station

	9015	Rayleigh / Southend on Sea	Rota	General	Readily Accessible to Magistrates' Court
	9016	Chelmsford / Witham	Rota (Chelmsford) / Panel (Witham)	General	Readily Accessible to Magistrates' Court (Chelmsford) 45 minutes to Police Station (Witham)
Hertfordshire	9017	Dacorum (Hemel Hempstead)	Rota	General	Accessible to Magistrates' Court: 48 minutes total journey time by public transport
	9018	Bishops Stortford / East Hertfordshire	Mixed (Bishops Stortford) / Rota (East Hertfordshire)	General	Readily Accessible to Magistrates' Court
	9019	Stevenage & North Herts	Mixed	General	Readily Accessible to Magistrates' Court: 25 minutes travel
	9020	St Albans	Rota	General	Readily Accessible to Magistrates' Court: 35 minutes travel
	9021	Watford	Rota	General	Readily Accessible to Magistrates' Court: 30 minutes travel
Norfolk	9022	Cromer & North Walsham	Panel	General	Readily Accessible to Magistrates' Court
	9023	Great Yarmouth	Rota	General	Readily Accessible to Magistrates' Court
	9024	Kings Lynn & West Norfolk	Mixed	General	Readily Accessible to Magistrates' Court
	9025	Norwich & District	Mixed	General	Readily Accessible to Magistrates' Court
	9026	Diss / Thetford	Panel (Diss) / Mixed (Thetford)	General	Readily Accessible to Magistrates' Court
	9027	Dereham	Panel	General	Readily Accessible to Magistrates' Court

Suffolk	9028	Lowestoft / Beccles & Halesworth / Aldeburgh	Rota (Lowestoft) / Panel (Beccles & Halesworth / Aldeburgh)	General	Readily Accessible to Magistrates' Court
	9029	Woodbridge / Felixstowe / Ipswich	Rota (Ipswich) / Panel (Woodbridge / Felixstowe)	General	Readily Accessible to Magistrates' Court
	9030	Newmarket / Bury St Edmunds / Haverhill / Sudbury	Mixed (Bury St Edmunds) / Panel (Newmarket / Haverhill / Sudbury)	General General	Readily Accessible to Magistrates' Court (Bury St Edmunds) Accessible to Magistrates' Court: 33 minutes travel (Sudbury)

Regional Office 10: Reading

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
Thames Valley	1131	Abingdon, Didcot & Witney (South Oxon)	Mixed	General	45 minutes to Police Station
	1132	Aylesbury	Mixed	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area except for firms in Chesham who may choose this region as an alternative first scheme.
	1133	High Wycombe & Amersham	Mixed	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area except for firms in Chesham who if they have chosen Aylesbury as an alternative First Scheme, also qualify for membership of High Wycombe Police Station scheme.
	1134	Milton Keynes	Rota	General rules relaxed)	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area plus firms with offices in Leighton Buzzard.
	1135	Banbury / Bicester (North Oxon)	Mixed (Banbury) / Panel (Bicester)	General	45 minutes to Police Station
	1136	Oxford	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area
	1137	Reading	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1138	Slough (East Berkshire)	Mixed	Special	If a provider's office is outside the scheme then provided the member is eligible for at least one part of the scheme, they are permitted to join the entire scheme.
				General	

	1139	West Berkshire (Newbury etc)	Mixed		45 minutes to Police Station
Hampshire	1140	Aldershot / Petersfield	Rota (Aldershot) / Panel (Petersfield)	General	Readily Accessible to Magistrates' Court
	1141	Andover / Basingstoke / Winchester	Rota (Basingstoke) / Mixed (Andover / Winchester)	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area
	1142	Isle of Wight	Rota	Special	Membership of the police station scheme is only open to duty solicitors whose main & personally occupied residence is on the IOW & from which the police station can be reached in 45 minutes
	1143	Portsmouth / Waterlooville (S.E. Hants)	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1144	Gosport & Fareham	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1145	S. W. Hants (Southampton)	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.

Regional Office 11: Leeds

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
Humberside	1201	Grimsby & Cleethorpes	Rota	General	Readily Accessible to Magistrates' Court
	1202	Scunthorpe	Rota	General	Readily Accessible to Magistrates' Court
	1203	Hull	Panel	General	Readily Accessible to Magistrates' Court
	1204	Beverley / Bridlington	Panel	General	Membership as an Additional Scheme is open to solicitors who are Normally in Attendance at an office of a CDS Supplier that is within 60 minutes' travel time (by private transport) of both Beverley and Bridlington Magistrates' Courts.
	1205	Goole	Panel	General	Membership as an Additional Scheme is open to solicitors who are Normally in Attendance at an office of a CDS Supplier that is within 45 minutes' travel time (by private transport) of Goole Magistrates' Court.
North Yorkshire	1206	Northallerton & Richmond	Rota	General	Readily Accessible to Magistrates' Court
	1207	Harrogate & Ripon	Rota	General	Readily Accessible to Magistrates' Court
	1208	Skipton, Settle & Ingleton	Panel	General	Membership as an Additional Scheme is permitted where the Duty Solicitor is Normally in Attendance at a CDS Supplier's office within 25 minutes' travel time of the Magistrates' Court.
	1209	Scarborough / Whitby	Mixed	General	Membership as an Additional Scheme is open to solicitors who are Normally in Attendance at an office of a CDS Supplier that is readily accessible to both the Scarborough and the Whitby Magistrates' Courts.
	1210	Malton & Rydale	Panel	General	Accessible to Magistrates' Court
	1211	York / Selby	Rota (York) / Mixed (Selby)	General	Membership as an Additional Scheme is open to solicitors who are Normally in Attendance at an office of a CDS Supplier that is readily accessible to both the York and the Selby Magistrates' Courts.

South Yorkshire	1212	Barnsley	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1213	Doncaster	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1214	Rotherham	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1215	Sheffield	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
West Yorkshire	1216	Halifax	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1217	Huddersfield	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1218	Dewsbury	Mixed	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1219	Bradford	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1220	Keighley & Bingley	Mixed	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1221	Leeds	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1222	Pontefract & Castleford	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.
	1223	Wakefield	Rota	Special	Scheme membership is restricted to solicitors normally in attendance at a CDS Supplier's office within the scheme area.

Regional Office 12: London

CJS Area	Scheme Code	Scheme Name	Scheme Type	Applicable Rules	Local Membership Rules
London	1301	Barking	Panel	Special	Providers based in Barking can join this scheme and Newham, Redbridge and Havering.
	1302	Bexleyheath	Rota	Special	Providers based in Bexleyheath can join this scheme and Greenwich/Woolwich and Bromley.
	1303	Bishopsgate	Rota	Special	Providers based in Bishopsgate can join this scheme and Central London, Highbury Corner, Thames, Old Street, Clerkenwell/Hampstead, Tower Bridge, and Camberwell Green.
	1304	Brent	Rota	Special	Providers based in Brent can join this scheme and Harrow, Hendon/Barnet, Clerkenwell/Hampstead, Hendon, Ealing, Central London, and West London.
	1305	Brentford	Mixed	Special	Providers based in Brentford can join this scheme and West London, Uxbridge, Ealing, Staines and Richmond.
	1306	Bromley	Rota	Special	Providers based in Bromley can join this scheme and Croydon, Greenwich/Woolwich, Tower Bridge and Bexleyheath.
	1307	Camberwell Green	Rota	Special	Providers based in Camberwell Green can join this scheme and Central London, Bishopsgate, South London, Tower Bridge, Croydon, and Wimbledon.
	1308	Central London	Rota	Special	Providers based in Central London can join this scheme and West London, Brent, Bishopsgate, Clerkenwell/Hampstead, Camberwell Green, and South London.
	1309	Clerkenwell / Hampstead	Rota	Special	Providers based in Clerkenwell/Hampstead can join this scheme and West London, Brent, Bishopsgate, Central London, Camberwell Green, and South London.
	1310	Croydon	Rota	Special	Providers based in Croydon can join this scheme and Bromley, Camberwell Green, Sutton, and Wimbledon.
	1311	Ealing	Mixed	Special	Providers based in Ealing can join this scheme and West London, Uxbridge, Harrow, Brent and Brentford.

1312	Enfield	Mixed	Special	Providers based in Enfield can join this scheme and Haringey, Hendon/Barnet, and Waltham Forest.
1313	Greenwich / Woolwich	Rota	Special	Providers based in Greenwich/Woolwich can join this scheme and Bexley, Bromley and Tower Bridge.
1314	Haringey	Mixed	Special	Providers based in Haringey can join this scheme and Clerkenwell/Hampstead, Enfield, Waltham Forest, Old Street, Highbury Corner, and Hendon/Barnet.
1315	Harrow	Rota	Special	Providers based in Harrow can join this scheme and Hendon/Barnet, Brent, Uxbridge, and Ealing.
1316	Havering	Mixed	Special	Providers based in Havering can join this scheme and Barking and Redbridge.
1317	Hendon / Barnet	Rota	Special	Providers based in Hendon/Barnet can join this scheme and Brent, Harrow, Enfield, Haringey, and Clerkenwell/Hampstead.
1318	Heathrow	Rota	Special	See Uxbridge - eligibility rules are the same.
1319	Kingston	Mixed	Special	Providers based in Kingston can join this scheme and Richmond, Wimbledon, South London, and Sutton.
1320	Highbury Corner	Rota	Special	Providers based in Highbury Corner can join this scheme and Old Street, Bishopsgate, Clerkenwell/Hampstead and Haringey.
1321	Newham	Mixed	Special	Providers based in Newham can join this scheme and Thames, Old Street, Waltham Forest, Redbridge, and Barking.
1322	Old Street	Mixed	Special	Providers based in Old Street can join this scheme and Highbury Corner, Haringey, Waltham Forest, Newham, Thames, and Bishopsgate.
1323	Richmond	Mixed	Special	Providers based in Richmond can join this scheme and West London, Brentford, Staines, Kingston, and South London.
1324	Redbridge	Mixed	Special	Providers based in Redbridge can join this scheme and Newham, Waltham Forest, Havering, and Barking.
1325	South London	Rota	Special	Providers based in South London can join this scheme and Central London, West London, Richmond, Wimbledon, Camberwell Green, and Kingston.

	1326	Sutton	Rota	Special	Providers based in Sutton can join this scheme and Kingston, Wimbledon, and Croydon.
	1327	Thames	Rota	Special	Providers based in Thames can join this scheme and Bishopsgate, Old Street, and Newham.
	1328	Tower Bridge	Rota	Special	Providers based in Tower Bridge can join this scheme and Bishopsgate, Greenwich/Woolwich, Bromley, and Camberwell Green.
	1329	Uxbridge	Mixed	Special	Providers based in Uxbridge can join this scheme and Harrow, Ealing, Staines, Brentford and Heathrow.
	1330	Waltham Forest	Mixed	Special	Providers based in Waltham Forest can join this scheme and Old Street, Haringey, Redbridge, Newham and Enfield.
	1331	West London	Mixed	Special	Providers based in West London can join this scheme and Brent, Central London, Ealing, Brentford, Richmond and South London.
	1332	Wimbledon	Rota	Special	Providers based in Wimbledon can join this scheme and Sutton, Kingston, Camberwell Green, South London and Croydon.