

## **OUR PRICING POLICY**

### **EMPLOYMENT**

#### **EMPLOYMENT TRIBUNAL COSTS**

##### **FOR THE INDIVIDUAL AND BUSINESS CLIENTS**

In the main, employment related disputes are resolved by us at an early stage, leading to a written agreement between employer and employee.

However, in the event that there is a need for a claim to be issued or defended in the Employment Tribunal for either unfair or wrongful dismissal, the following is a guide as to how our costs are calculated for handling the claim.

Whether your case falls within the guidance range depends on how complex the matter is.

##### **What is the basis of our Charges?**

The basis of our charges is the time we spend working on your matter. We charge an hourly rate of £165 to £295 plus VAT and disbursements, depending on the experience of the fee earner completing the work. The more experienced fee earner has a higher hourly rate than the less experienced. Further, the more complex the case and issues are, the more likely a higher experienced fee earner working on the matter will be and the longer the work will take. The more complex the matter therefore the likelihood of higher charges being incurred.

The following is a guide to the range of costs for a particular complexity of matter (VAT exclusive). Disbursements will be in addition to this (see below).

##### **Wrongful Dismissal Cases (Bringing and Defending)**

- Straightforward cases : £1,750 - £3,000 (excluding VAT charged at 20%) plus disbursements.
- Medium complexity cases : £3,000 - £7,500 (excluding VAT charged at 20%) plus disbursements.
- High complexity cases : £7,500 - £20,000 (excluding VAT charged at 20%) plus disbursements.

##### **Unfair Dismissal Cases (Bringing and Defending)**

- Straightforward cases: £2,500 - £5,000 (excluding VAT charged at 20%) plus disbursements.
- Medium complexity cases: £5,000 - £10,000 (excluding VAT charged at 20%) plus disbursements.
- High complexity cases: : £10,000 - £25,000 (excluding VAT charged at 20%) plus disbursement.

##### **What Factors Effect the Complexity of a Matter?**

The following factors increase the complexity and therefore cost of the matter.

- the necessity to make or defend an application, to amend it or to provide further information about an existing claim,
- defending a claim brought by person who is not legally represented (litigants in person),

- making or defending a costs application,
- complex preliminary issues, such as whether the claimant is disabled (where this is not agreed by the parties),
- the number of witnesses and documents,
- the claim involving automatic unfair dismissal (for example, where you blow the whistle on your employer),
- where allegations of discrimination are linked to the dismissal.

#### What are the Key Stages of the Work covered by this fee guidance?

We set out below the key stages to the work involved and to which this guidance refers. Not all of the stages will be required, in which case the fees will be calculated to reflect this.

- taking your initial instructions, reviewing the papers and advising you on merits and likely compensation (this is likely to be revisited throughout the matter and subject to change),
- entering into pre-Claim conciliation where this is mandatory, to explore whether a settlement can be reached,
- preparing a Claim or Response,
- reviewing and advising on the other party's Claim or Response,
- exploring and negotiating settlement throughout the process,
- preparing or considering a schedule of loss,
- preparing for a Preliminary Hearing, including (where appropriate) instructions to Counsel,
- exchanging documents with the other party and agreeing a bundle of documents,
- taking witness statements, drafting statements and agreeing their content with witnesses,
- preparing a bundle of documents,
- reviewing and advising on the other party's witness statements,
- agreeing a list of issues, a chronology, and/or a cast list, and
- preparation for a Final Hearing, including (where appropriate) instructions to Counsel.

If you wish to handle the Claim yourself and only have our advice in relation to some of the stages. We are happy to tailor such a service according to your individual needs.

**Tribunal Hearing** There will be an additional charge for attending a Tribunal Hearing of £500 - £2,000 per day (excluding VAT charged at 20%). Hearings can last from 1 to 5 days, and sometimes longer, depending on the nature of the Hearing and the complexity of your case.

#### Disbursements

The costs stated above are exclusive of disbursements. Disbursements are costs related to your matter that are payable to third parties, such as Court fees and Counsels Fees. We handle the payment of the disbursements on your behalf to ensure a smoother process.

Should Counsel be instructed to attend a Tribunal or Court Hearing, Counsel's fees are, on average, estimated to be £1,375 plus VAT per day (depending on the experience of the advocate). These estimates include Counsel's preparation time.

### How Long Will the Case take to resolve?

The time that it takes from taking your initial instructions to the final resolution depends largely on the stage at which your case is resolved.

If a settlement is reached during pre-Claim conciliation, your case is likely to take 4-8 weeks.

If your Claim proceeds to a Final Hearing, your case is likely to take a year or more, due to the Employment Tribunal's large backlog of cases.

This is just an estimate. We will of course be able to give you a more accurate timescale once we have more information about your case and as the matter progresses.

### Who are the members of the Employment Team?

Our Employment Team consists of Avi Pawar whose details and experience you will find on our website at 'Meet the Team', and supported by the Paralegals of the firm.