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SCALE OF CHARGES FOR EMPLOYMENT TRIBUNAL ADVICE AND REPRESENTATION

Costs information for bringing and defending unfair and wrongful dismissal claims

Your legal fees will depend upon type and complexity of the case (or cases) that you have, the manner in which the other party conducts their case and the expertise of the lawyer(s) handling your matter.

Typical costs from the taking of initial instructions up to and including the final hearing stage, are:

Case type	Bringing a case on behalf of an employee or defending a case on behalf of an employer
Low complexity (e.g. a wrongful dismissal claim for unpaid notice pay)	£5,000 - £10,000
Medium complexity (e.g. a one-day unfair dismissal claim on the grounds of conduct or capability)	£10,000 – £15,000
High complexity (e.g. a multi-day unfair dismissal claim that may also contain other claims such as discrimination)	From £15,000

We charge based on an hourly rate which varies depending on the member of staff dealing with your matter. Our lowest hourly rate is £135 per hour (Paralegal) and our highest hourly rate is £520 per hour (Partner). The seniority of the members of staff dealing with your case will depend on its complexity. We will discuss this with you when you instruct us.

Please note that whilst these are typical costs, a more accurate costs estimate will be given once instructions are taken and a detailed assessment carried out.

These costs do not include disbursements (please see below) and exclude VAT.

The fees set out above cover the following stages of a claim:

- Taking initial instructions, reviewing documents and advising on merits, weaknesses and likely compensation

- Entering into pre-claim conciliation to explore any settlement options

- Drafting a pleaded claim or response and reviewing and advising on a claim or response from the other party

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- Exploring any settlement options as the matter progresses
- Preparing or considering a schedule of loss
- Preparing for and attending any case management hearings
- Exchanging documents with the other party, agreeing and preparing a bundle of documents
- Taking and drafting witness statements and reviewing and advising upon the other party's witness statements
- Instructing Counsel and preparing for (and, where relevant attending) the Final Hearing.

Factors that could make a case more complex:

- If it is necessary to make or defend applications to amend claims or to provide further information about an existing claim
- Defending claims that are brought by litigants in person
- Making or defending a costs application
- Complex preliminary issues such as whether the claimant is disabled (if this is not agreed by the parties)
- The number of witnesses and documents
- If it is an automatic unfair dismissal claim e.g. if you are dismissed after blowing the whistle on your employer
- Allegations of discrimination which are linked to the dismissal

Experience and qualifications of the lawyers handling your case

Our solicitors have experience in all aspects of employment law and we dedicate ourselves to ensuring our knowledge stays up to date, in order to give you the best service possible. They have between three and 12 years of experience in the area. We always make sure that junior solicitors and members of staff are supported and supervised appropriately so that the quality of advice is not affected, regardless of who is working on your case.

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From time to time, we may also employ paralegals who do some of the day to day work on cases. Although they are not legally qualified, they have or are undertaking legal qualifications, are receiving extensive training within our firm and work under the direct supervision of a solicitor.

Disbursements

Disbursements are costs relating to your matter that are payable to third parties, such as court fees and Counsel's fees.

We will normally instruct Counsel to represent you at the Final Hearing. For the majority of cases Counsel's fees can typically range from between £750 to £1,500 per day (depending on the experience of the advocate) for attendance and representation at the Hearing.

Depending on the complexity of the matter, they may also attend any Preliminary Hearings on your behalf.

The cost can be much higher for more complex claims that require senior Counsel.

Timescales

The timescale of a case from start to finish will depend largely on the stage at which the case is resolved. If settlement is reached during pre-claim conciliation, the case will typically take 3-4 weeks to complete. If the claim proceeds to a Final Hearing, the case is likely to take 26-39 weeks, caused in a large part by the backlog created by Covid-19.