

Employment Tribunal

Facing an Employment Tribunal or defending a claim can be daunting. This is why you need to get the best possible specialist help and advice from the start. We offer an initial free 30-minute consultation either in person or over the telephone, to discuss your employment matter with you and how to proceed.

All fees detailed below are exclusive of VAT which will be charged at the current prevailing rate of 20% unless specifically stated otherwise.

Matter Set-up Fee

Should you decide, after the initial consultation, that you would like us to act for you, we shall ask you for an initial payment in the sum of £80.00 plus VAT at 20% (so a total of £96.00). This is to allow for the work required in conducting the initial risk assessment, opening the file and setting the matter up on our Case Management System, carrying out the required due diligence and anti-money laundering checks.

This sum is in addition to the costs information set out below and is non-refundable.

Our pricing for bringing and defending claims for unfair or wrongful dismissal:

As each case is individual the figures below should be used as a guide. We will discuss your own matter with you in greater detail and once we have established the facts, we will be able to give you a more accurate forecast as to the cost of bringing or defending a claim.

Simple case: £500.00 – £750.00 (plus VAT)

Medium complexity case: £750.00 – £3,000.00 (plus VAT)

High complexity case: £3,000.00 – £10,000.00 (plus VAT)

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.

There will be an additional charge for attending a Tribunal or Mediation Hearing of £550.00 per day (plus VAT) plus travelling time and expenses.

Generally, we would allow 1 – 3 days depending on the complexity of your case.

Disbursements:

Disbursements are costs related to your matter that are payable to third parties, such as court fees, bulk photocopying charges and the like. We will handle the payment of the disbursements on your behalf to ensure a smoother process.

Counsel's fees estimated between £750.00 to £1500.00 per day (depending on experience of the advocate and subject to VAT at the current rate of 20%) for attending a Tribunal Hearing (including preparation)

Value Added Tax (VAT)

We are registered for VAT under VAT Registration No: 400 604 555.

Our fees are therefore subject to VAT at the current rate of 20%.

A full breakdown of any other costs and expenses incurring VAT at the current rate would be given in our client care letter and during the course of your matter once this information became available.

Key Stages

The fees set out above cover all of the work in relation to the following key stages of a claim, namely:

- 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 claim or response
- Reviewing and advising on claim or response from other party
- Exploring settlement and negotiating settlement throughout the process
- Preparing or considering a schedule of loss
- Preparing for (and attending) a Preliminary Hearing
- Exchanging documents with the other party and agreeing a bundle of documents
- Taking witness statements, drafting statements, and agreeing their content with witnesses
- Preparing bundle of documents
- Reviewing and advising on the other party's witness statements
- Agreeing a list of issues, a chronology and/or cast list.
- Preparing for and attendance at Final Hearing, including instructions to Counsel

The stages set out above are an indication and if some of stages above are not required, the fee will be reduced.

Additional Costs

Any part of the process not listed above would incur additional costs to be discussed and agreed with you at the relevant time.

You may wish to handle the claim yourself and only have our advice in relation to some of the stages. This can also be arranged based on your individual needs. The work can be charged at an agreed fixed fee or on an hourly rate basis.

How long will my matter take?

The time that it takes from taking your initial instructions to the final resolution of your matter 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 6 – 12 weeks. If your claim proceeds to a Final Hearing, your case is likely to take 26 – 52 weeks. This is just an estimate, and we will of course be able to give you a more accurate timescale once we have more information and as the matter progresses.

Who will deal with my matter?

Your matter will be dealt with by our experienced litigation department, led by our expert Simon Browner, a Grade A Solicitor who has over 30 years' experience supporting and advising employers and employees on matters such as pursuing or defending claims, negotiating favourable agreements, helping with grievance or disciplinary procedures, and advising on the terms of employment contracts.

Please note that the fees set out above may vary but we will always aim to provide you with the best possible information regarding our Legal Fees at the start of every matter and which will be based upon the information you initially provide to us. We cannot foresee every eventuality therefore anything outside the scope of the services listed will be charged at our standard hourly rate.

Useful Links

ACAS

Employment Tribunals

<http://www.acas.org.uk/index.aspx?articleid=1889>

GOV.UK

Making a Claim

<https://www.gov.uk/employment-tribunals>

Defending a Claim

<https://www.gov.uk/being-taken-to-employment-tribunal-by-employee>

Our team:

The fee-earners who work in this department are:

- [Richard Griffiths](#) (Senior Partner / Solicitor)
- [Simon Browner](#) (Consultant Solicitor)

Please click on the fee earner to find out more about their level of experience and click here to see current [hourly rates](#).

Simon Browner is supervised by Richard Griffiths (Senior Partner).