



PRICING GUIDE
Employment Tribunals

Employment Tribunals

Geldards and Employment Tribunals (unfair/wrongful dismissal)

Geldards Employment team's expertise extends across contentious and non-contentious issues and our clients include businesses, public sector organisations, entrepreneurs, senior directors and employees. We aim to make life easier for our clients and our practical approach seeks to resolve issues before they get to the stage of a costly employment tribunal. We recognise however that in certain circumstances legal action is required, and it will be necessary to bring or defend claims in the employment tribunal.

Description of the service

We have set out below our pricing structure regarding the provision of advice and representation to employees and employers in relation to the bringing or defending of claims before the Employment Tribunal for **unfair** or **wrongful dismissal**. This includes the costs of entering into pre-claim conciliation where this is mandatory. Please note therefore that our pricing structure in relation to any non-mandatory pre-claim conciliation stage falls outside the scope of this information and you will be provided with an individual cost estimate in this regard at the outset of your matter.

Price range

Our pricing structure for bringing and defending claims for unfair and/or wrongful dismissal is as follows:

- **Simple case:** £8,000 - £10,000 (with additional VAT of £1,600 - £2,000) not exceeding 1 hearing day involving 1 or 2 witnesses.
- **Medium complexity case:** £10,000 - £15,000 (with additional VAT of £2,000 - £3,000) not exceeding 2 hearing days involving 3 or 4 witnesses.
- **High complexity case:** £15,000 - £30,000 (with additional VAT of £3,000 - £6,000) not exceeding 3 hearing days involving 5 or more witnesses.

For attending a tribunal hearing lasting longer than those indicated above there will be an additional charge of £2,000 (with additional VAT of £400) per day.

In the majority of cases, these costs will include the solicitor who is dealing with your case conducting the advocacy themselves. There may be certain situations however, particularly in relation to high complexity cases, where it will be necessary to instruct a barrister to do the advocacy instead. In such cases there will be an additional cost involved in instructing a barrister, see the '**Disbursements or other costs that can be expected**' section below for details.

Basis of our charges

We charge by reference to the amount of time taken to undertake the work needed at the relevant hourly rates of the team members involved. **Relevant hourly rates** range in accordance with the following:

- between £125 (plus VAT £25) - £300 (plus VAT £60)

The lowest and highest ends of the range relate to trainee solicitors and partners respectively and the hourly rate applicable to your matter will depend upon who in the team is appointed on your behalf. This will be discussed and agreed with you. Please see 'Team Profiles' section for further details.

Alternative options for funding your claim or defence

You may have other funding options available, such as cover under an insurance policy, and we will discuss these options with you at your first appointment.

Factors affecting the price - what will make your case a more complex one?

The factors that could make a case more complex include:

- The number of witnesses involved;
- 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 documents;
- If it is an automatic unfair dismissal claim e.g. if the claim involves whistleblowing;
- Allegations of discrimination which are linked to the dismissal.

Key stages of a claim

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

- 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 the claim or response
- Reviewing and advising on the claim or response from the other party
- Exploring settlement and negotiating settlement throughout the process
- Preparing or considering a schedule of loss
- Preparing for (and attending) any 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 the bundle of documents
- Reviewing and advising on the other party's witness statements
- Agreeing a list of issues, a chronology and/or cast list
- Preparation and attendance at the final hearing, including instructions to Counsel if required

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

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 to suit your individual needs.

Disbursements or other costs that can be expected

Disbursements are costs related to your matter that are payable to third parties, such as court fees. We handle the payment of the disbursements on your behalf to ensure a smoother process, and will look to you either to provide us with funds in advance or to reimburse us separately.

In addition, it may be necessary to instruct a barrister in relation to your claim. The barrister will charge a brief fee and a daily rate for attending a tribunal hearing which will be in addition to our costs (as outlined above). The barrister's fees will depend upon their level of seniority and the complexity of the case. On average, in cases which reach a final hearing before a tribunal, which are reasonably straightforward (i.e. lasting 1 - 2 days) the barrister's fee will be around £1,500 (plus VAT of £300). We will discuss the options for instructing a barrister and the likely cost of doing so as appropriate.

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 2 - 4 weeks. If your claim proceeds to a final hearing, your case is likely to take 26 - 52 weeks depending upon the case load of the tribunal where the claim has been lodged. 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.

Team Profiles



Stephen Jenkins
Partner

T: +44 (0)29 2039 1730
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Stephen is the Head of the Employment Law Team and qualified as a solicitor in 1989. He is a very experienced employment lawyer and advocate. He has represented clients in relation to various types of employment claims, including unfair and wrongful dismissal, at all stages of claim including at Employment Tribunals, the Employment Appeal Tribunal and the Court of Appeal, undertaking advocacy up to Employment Appeal Tribunal level. Since 2011, Stephen has also been sitting as a part-time Employment Tribunal Judge.



Kim Howell
Partner

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Kim has specialised in the field of employment law since qualifying as a solicitor in 1993. Her work includes all aspects of employment and discrimination law. She has represented clients in relation to various types of employment claims, including unfair dismissal and wrongful dismissal, at all stages of claim at Employment Tribunals, the Employment Appeal Tribunal and the Court of Appeal, undertaking advocacy up to Employment Tribunal level.



Rhian Brace
Partner

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Rhian qualified as a solicitor in 1992 and is a senior employment lawyer with over 20 years' experience. She has built up a reputation during that time for her advocacy work. She has represented clients in relation to various types of employment claims, including unfair dismissal and wrongful dismissal, at all stages of claim and represented clients in Employment Tribunals and the Employment Appeal Tribunal, undertaking advocacy up to Employment Appeal Tribunal level.



Lowri Phillips
Partner

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Lowri qualified as a solicitor in 1998 and has over 20 years' knowledge and hands on experience of all aspects of employment law, advising clients on contentious matters. She is an experienced advocate and has represented clients in relation to various types of employment claims, including unfair dismissal and wrongful dismissal, at all stages of claim and represented clients in Employment Tribunals, the Employment Appeal Tribunal and the Court of Appeal, undertaking advocacy up to Employment Tribunal level.



Rhys Wyborn
Partner

T: +44 (0)115 983 3706
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Rhys qualified as a solicitor in 2007 and is an experienced employment lawyer helping employers and individuals with all employment related issues, including unfair and wrongful dismissal claims. Rhys is experienced in dealing with all stages of claim and has represented clients in numerous Employment Tribunals and the Employment Appeal Tribunal, undertaking advocacy up to Employment Tribunal level.



Helen Snow
Senior Associate

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Helen qualified as a solicitor in 2005 and is an experienced employment lawyer advising clients on all aspects of employment law including unfair and wrongful dismissal claims. Helen is experienced in dealing with all stages of claim and has represented clients on numerous occasions in Employment Tribunals and in the Employment Appeal Tribunal, undertaking advocacy up to Employment Tribunal level.



Joga Singh
Senior Associate

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Joga qualified as a solicitor in 2006 and is an experienced employment lawyer. He has represented clients in relation to various types of employment claims, including unfair dismissal and wrongful dismissal, at all stages of claim and regularly represents clients in preliminary and substantive hearings in the Employment Tribunal.



Christine Bradbury
Senior Associate

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Christine qualified as a solicitor in 2001 and is an experienced employment lawyer. She has acted for a diverse range of clients. She frequently deals with various employment tribunal claims, including unfair and wrongful dismissal, on behalf of clients. Christine is experienced in dealing with all stages of claim and has represented clients on numerous occasions in Employment Tribunals, undertaking advocacy up to Employment Tribunal level.



Sophie Thring
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Rachel Mills
Associate

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Sophie qualified as a solicitor in 2012 and advises clients on a wide range of employment issues, both contentious and non-contentious. She has represented clients on a number of occasions in relation to unfair and wrongful dismissal claims. Sophie has represented clients on numerous occasions in Employment Tribunals.

Rachel qualified as a solicitor in 2001 and advises clients on a range of employment issues. She has dealt with numerous employment tribunal claims on behalf of clients in relation to a wide range of issues, including unfair and wrongful dismissal. Rachel has represented clients on numerous occasions in Employment Tribunal and in the Employment Appeal Tribunal, undertaking advocacy up to Employment Tribunal level.

Trainee Solicitors

The team will generally have the assistance of trainee solicitors and, again generally, there will be different trainee solicitors in the team approximately every 6 months. In the event of a trainee solicitor carrying out (under appropriate supervision) any work in respect of your matter then you will be provided with their details.

Supervision and Quality Statement

We are committed to providing a reliable, effective and expert service to all clients and are certified under the ISO 9001 Quality Management System.

The team operates out of offices in both Cardiff and the Midlands and is supervised by Stephen Jenkins, partner and Head of the Employment Law Team, based in Cardiff, together with Kim Howell, Rhian Brace, Lowri Phillips and Rhys Wyborn. Kim, Rhian and Lowri are partners based in Cardiff and Rhys is a partner based in the Midlands.



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