

Solicitors & Advocates

Employees can be your greatest risk!
Let us help protect you.



“developing a relationship = trust = cost efficient = results”

What is included in our Employment Law Retainer?

For a **fixed fee** the agreement provides almost **unlimited employment law advice, assistance and guidance**. All the day-to-day employment law advice you require is covered by the fixed fee regardless of how much you consult us, plus an agreed annual quota of:

- case-management of Employment Tribunal claims
- advocacy in Employment Tribunals
- compromise agreements

Many employers, especially larger organisations and those who may expect to receive one or more Tribunal claims each year, on average, can reap significant financial savings and other benefits from an annual retainer package. Under our Employment Law retainer your annual legal spend will be largely known and fixed from the outset.

The Retainer

- ◆ Personal contact by one of our fully qualified advisors.
- ◆ An initial company appraisal meeting which is free of charge.
- ◆ Unlimited e-mail and telephone enquiries.
- ◆ Drafting of letters to employees, tribunals etc.
- ◆ Contracts of employment & handbooks tailored to your requirements.
- ◆ Defence at employment tribunals.
- ◆ Liasing with ACAS on your behalf.
- ◆ A quota for case management, advocacy and compromise agreements. This is negotiable to suit your needs, risk profile and circumstances.
- ◆ a **25%** discount to our normal fees for work outside the scope of this retainer.
- ◆ Your employees benefit from a **10%** discount to our normal fees for any personal matters they may need legal assistance for.

The Benefits

- ◆ With an annual fixed fee, it does not matter how often you seek advice from us.
- ◆ No “clock watching” on fees, you can take your time to get to know us well.
- ◆ We have the time to get to know you and your organisation properly: we can visit your site, meet your management team and get to understand your work and your culture.
- ◆ Your HR team and/or senior management team can speak to and get to know us without worrying about any extra cost.
- ◆ We will take the time to talk through the consequences of our advice and assist you in the practical tasks involved in implementing it.
- ◆ This all builds into a **relaxed, trusting, collaborative, long-term relationship**
- ◆ This valuable relationship can deliver enormous benefits when a crisis erupts, a difficult decision has to be made or you face a Tribunal claim

Cost

The fixed fee will be calculated based on:

- ◆ Who deals with your HR – their experience and qualifications.
- ◆ Whether you have an appraisal system and how it is run.
- ◆ Tribunal claims and grievance history.
- ◆ The number of people you employ.

Duration of the agreement

The agreement is fixed for 12 months and thereafter will renew on a monthly basis until terminated by you with 2 months’ notice or by agreement.

Not included within retainer

- ◆ Complex matters where a barrister’s opinion is required, at your request.
- ◆ Drafting of bespoke employment documentation such as directors services agreements or contracts containing restrictive covenants (unless otherwise agreed as part of the additional quota)
- ◆ Case management of Employment Tribunal matters, advocacy in an Employment Tribunal and compromise agreements outside the agreed quota.
- ◆ Any disbursements or Court fees.

Please telephone 0208 751 5115 and speak to Darren Flick or Mark Gough who are employment law specialists with Darton Law or e-mail darren@dartonlaw.co.uk

We also offer a full Business retainer with employment law, dispute resolution and other commercial law aspects.