

**Annex 2 - Cases and Hourly Rates (Controlled Work)Annex**

**Table: Maximum Cases and Hourly Rates**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>Category of Law</b>	<b>Hourly Rate</b>	<b>Maximum Cost per Case</b>	<b>Maximum Cases per Contract Year</b>
Debt			
Housing			
Family			
Discrimination			
Education			

1. For the purpose of this Annex:
  - “**Escape Fee Cases**” has the meaning given to it in the Specification;
  - “**Maximum Cases**” has the meaning given to it in paragraph 2 of this Annex;
  - “**Maximum Hours per Case**” has the meaning given to it in paragraph 3 of this Annex; and

defined terms used in the Standard Terms shall have the same meaning when used in this Annex.
2. Column D of the table above sets out the maximum number of Cases that you are authorised to perform under this Contract in respect of each Category of Law listed in column A of the table above during each Contract Year (the “**Maximum Cases**”). Any Case in respect of which you undertake only the initial steps detailed in paragraphs 2.9 to 2.16 of the Specification (and no other Contract Work) is not a Case for the purpose of the Maximum Cases limit.
3. You will not be paid for (i) any Cases performed in excess of the Maximum Cases or (ii) any Contract Hours (or part thereof) which you perform in respect of a Case in excess of the maximum hours per Case for such Case (such that, subject to paragraphs 4.2 and 5, the maximum amount we will pay you for any Case is the Maximum Cost per Case). The maximum hours per Case in the relevant Category of Law shall be calculated by reference to the table above as follows: the relevant Maximum Cost per Case / the relevant Hourly Rate = “**Maximum Hours per Case**”, unless we have agreed these in advance with you in writing.
4. We will pay you:
  - 4.1 subject to paragraph 3, the hourly rate set out in the table above in respect of each Contract Hour (with a pro rata proportion of the applicable Hourly Rate applying to any part Contract Hour) spent on any Case in the relevant Category of Law (other than time spent dealing with matters referred to in paragraph 4.2); and

- 4.2 a pro rata proportion of the applicable Hourly Rate applying to each part Contract Hour spent undertaking the initial steps detailed in paragraph 2.9 to 2.16 of the Specification. You shall only be entitled to Claim up to 18 minutes in making such assessment in respect of any potential Case, subject to paragraph 2.14 of the Specification in relation to persons deemed not to qualify as Exempted Persons.
5. We will pay you the hourly rate set out in the table above in respect of each Contract Hour (with a pro rata proportion of the applicable Hourly Rate applying to any part Contract Hour) spent on any Escape Fee Cases in the relevant Category of Law.
6. The hourly rate(s) set out in the table above are fully inclusive in respect of Contract Work which is Controlled Work except for VAT and Disbursements.
7. The hourly rate(s) set out in the table above are fixed for the Contract Period. There will be no review of hourly rates during the Contract Period.