

**EXPECTATIONS IN RELATION TO THE REVISED SCHEME FOR
CONNECTED PERSONS LEGAL COSTS FOR SPECIAL GUARDIANSHIP
ORDERS AND CHILD ARRANGEMENTS ORDER (regulating the
residence of the child)**

- 1.1 “Children’s Services” is Birmingham City Council in its statutory capacity relating to the welfare of the children.
- 1.2 “A Solicitor/The Solicitor” is the Solicitor’s firm or sole practitioner undertaking work on behalf of the Applicants.
- 1.3 “The Applicants” are the persons who are making the application for a Special Guardianship Order or Child Arrangements Order to secure the residence of a child.
- 1.4 “Legal Services” is Birmingham City Council Legal and Democratic Services.

2 GENERAL

- 2.1 The expectation is that the Solicitor will act for the Applicant and not Children’s Services.
- 2.2 The Solicitor should write to the Applicants as soon as possible after receiving instructions to act, setting out details of the Solicitor’s fees and disbursements including the hourly rate and any item charges so the Applicants are aware of this at the outset.
- 2.3 Children’s Services will pay up to £1,500 plus VAT. The sum of £1,500 is inclusive of court fees and any other disbursement. This is not a fixed fee and the work conducted should be based the charge out rate of the Solicitor.
- 2.4 Children’s Services are not permitted to pay any additional sums beyond the £1,500 plus vat.
- 2.5 At the conclusion of the case a proper itemised bill should be provided to Children’s Services by the Solicitor before payment is made.
- 2.6 The Court application fee for a Special Guardianship Order or Child Arrangements Order will be paid in advance by Children’s Services if requested by the Solicitor.
- 2.7 Children’s Service’s will on receipt of the bill referred to in 2.5, pay the solicitor direct. provided that such bill does not exceed £1,500 plus VAT.

3 TAKING INSTRUCTIONS

- 3.1 The Applicants will give instructions to a Solicitor.

- 3.2 The Solicitor instructed will not give legal advice to Children's Services.
- 3.3 The Solicitor should not attend Children's Services to take statements or call staff of Children's Services to their offices to make statements.

4 LIST OF SOLICITORS

- 4.1 Children's Services will keep a list of Solicitors who have demonstrated that they offer value for money, have the quality systems and experience to provide the legal help required, from which the Applicants may choose a Solicitor to act for them.
- 4.2 To assist Applicants when choosing a Solicitor from the list, the list will include the indicative hourly charge out rate next to the name of the Solicitor, such hourly rate being that stated by the Solicitor in the application form that accompanied their request to be included in the list that they submitted to Legal Services.