

Our Ref: 001480/15



Freedom of Information Section
Nottinghamshire Police HQ
Sherwood Lodge, Arnold
Nottingham NG5 8PP

Tel: 101
Ext 800 2507
Fax: 0115 967 2896

1 April 2015

Request under the Freedom of Information Act 2000 (FOIA)

I write in connection with your request for information, which was received by Nottinghamshire Police on 03/03/2015.

Following receipt of your request searches were conducted within Nottinghamshire Police to locate the information you require.

Please find below answers to your questions:-

What does your organisation spend on legal fees e.g. external legal advice and what is the breakdown of fees and expenses

What is the breakdown of spend e.g. what percentage of work is completed on an hourly rate basis, capped fee, fixed fee etc.

Who in your organisation is responsible for managing external legal spend

What controls do you have in place to manage external legal counsel spend

Do you use any of the eBilling (also known as Enterprise Legal Management or Legal Spend Management) tools (e.g. Serengetti, Mitrastech, CT Tymatrix, Datacert etc.) available in the market to manage your legal spend ? if yes what are you currently paying for this system and does the vendor charge your firms to use the same

Do you use a matter management system and if yes how much do you pay for the system

How do you decide if work is completed internally or by external counsel

What performance management do you complete with your external legal counsel to ensure you are receiving value for money

What is the breakdown of spend e.g. % of time billed by partner, by senior associate, junior associate, trainee and paralegals etc.

What is the breakdown of your legal spend by location e.g. how much work is performed in London, Manchester, Birmingham, Edinburgh, Glasgow, Cardiff, Belfast etc.

How do you measure what value added services law firms provide to you (e.g. free advice, free training, free secondees etc.)

Do you use external consultants to advice on how to manage your legal spend more effectively. If yes, who and what have you spent with them in the last 12 months

RESPONSE

Under S 1 (1) (a) of the Freedom of Information Act 2000 (FOIA), I can confirm that Nottinghamshire Police does hold the information you have requested.

You may be aware that the Legal Service for Nottinghamshire is provided by a collaborative unit based in Derbyshire. This unit serves Derbyshire, Leicestershire, Lincolnshire, Northamptonshire as well as Nottinghamshire. Therefore our response to you is the same as that provided to you by Derbyshire Police. For the sake of completeness this response is below.

What does your organisation spend on legal fees e.g. external legal advice and what is the breakdown of fees and expenses

Varies no fixed amount

What is the breakdown of spend e.g. what percentage of work is completed on an hourly rate basis, capped fee, fixed fee etc.

Work is completed on hourly rate basis – hours agreed in advance

Who in your organisation is responsible for managing external legal spend

Head of Unit

What controls do you have in place to manage external legal counsel spend

Approval is required from Head of Unit.

Do you use any of the eBilling (also known as Enterprise Legal Management or Legal Spend Management) tools (e.g. Serengetti, Mitrastech, CT Tymatrix, Datacert etc.) available in the market to manage your legal spend – if yes what are you currently paying for this system and does the vendor charge your firms to use the same

No

Do you use a matter management system and if yes how much do you pay for the system

Not clear what a matter management system is.

How do you decide if work is completed internally or by external counsel

Presumption is that we do our work internally. If external counsel is needed, lawyer with conduct of case has to seek authority for such use explaining need and cost.

What performance management do you complete with your external legal counsel to ensure you are receiving value for money

We keep a record of counsel we have used and service provided (was it on time, budget etc)

What is the breakdown of spend e.g. % of time billed by partner, by senior associate, junior associate, trainee and paralegals etc.

It will vary from case to case depending on the complexity.

What is the breakdown of your legal spend by location e.g. how much work is performed in London, Manchester, Birmingham, Edinburgh, Glasgow, Cardiff, Belfast etc.

No records kept.

How do you measure what value added services law firms provide to you (e.g. free advice, free training, free secondees etc.)

We do not seek value added services.

Do you use external consultants to advice on how to manage your legal spend more effectively. If yes, who and what have you spent with them in the last 12 months

No

Complaints Rights

Your attention is drawn to the enclosed review procedure, which details your right of complaint.

Copyright

Nottinghamshire Police in complying with their statutory duty under Sections 1 and 11 of the Freedom of Information Act 2000 (FOIA) to release the enclosed information will not breach the Copyright, Designs and Patents Act 1988. However, the rights of the copyright owner of the enclosed information will continue to be protected by law. Applications for the copyright owner's written permission to reproduce any part of the attached information should be addressed to the Force Solicitor, Nottinghamshire Police, Force Headquarters, Sherwood Lodge, Arnold, Nottinghamshire, NG5 8PP.

I would like to take this opportunity to thank you for your interest in Nottinghamshire Police.

Should you have any further enquiries concerning this matter, please write or contact the Freedom of Information Officer on telephone number 0115 9672507 or e-mail freedomofinformation@Nottinghamshire.pnn.police.uk quoting the above reference number.

Yours sincerely

Disclosure Officer – Paul Jeffery

Are you dissatisfied with your response?

Nottinghamshire Police has a duty to implement a complaints process in relation to Freedom of Information Act requests. If you are not content with our response, you may appeal, this process is known as an 'Internal Review'

Internal reviews are intended to be a fair and impartial means of reviewing the original request process.

You can appeal about your request if you:-

- Disagree with the Forces interpretation of your request;
- Believe the Force hold more information than has been disclosed to you;
- Disagree with the application of exemptions;

How do I appeal?

All appeals should be made in writing and sent to:-

Information Management
Nottinghamshire Police
Force Headquarters
Sherwood Lodge
Arnold
Notts
NG5 8PP

or alternatively freedomofinformation@nottinghamshire.pnn.police.uk

To deal with your appeal as quickly as possible please provide the unique identification number provided with your response and the reasons for your appeal.

Once we have received your request for appeal, your FOI response will be reviewed in full to identify any problems in the disclosure.

The review will be undertaken by someone different from, and preferably senior to, the original decision maker and this should be completed within 20 working days from receipt, in exceptional circumstances it may be extended by a further 20 working days.

What if I'm still not satisfied?

You can appeal to the Information Commissioner. You can contact the Information Commissioner Office at the following:-

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113 (local rate) or 01625 545 745 (national rate)

E-mail: casework@ico.org.uk