

Ref: FOI/CAD/ID 2694

Please reply to:
FOI Administrator
Trust Management
Service Centre
Maidstone Hospital
Hermitage Lane
Maidstone
Kent
ME16 9QQ
Email: mtw-tr.foiadmin@nhs.net

18 February 2016

Freedom of Information Act 2000

I am writing in response to your request for information made under the Freedom of Information Act 2000 in relation to legal spend.

1. *What does your organisation spend on legal fees e.g. external legal advice and what is the breakdown of fees and expenses.*
2. *What is the breakdown of spend e.g. what percentage of work is completed on an hourly rate basis, capped fee, fixed fee etc. We do not break it down in these terms.*
3. *Who in your organisation is responsible for managing external legal spend-*
4. *What controls do you have in place to manage external legal counsel spend?*
5. *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*
6. *Do you use a matter management system and if yes how much do you pay for the system.*
7. *How do you decide if work is completed internally or by external counsel?*
8. *What performance management do you complete with your external legal counsel to ensure you are receiving value for money?*
9. *What is the breakdown of spend e.g. % of time billed by partner, by senior associate, junior associate, trainee and paralegals etc.*
10. *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.*
11. *How do you measure what value added services law firms provide to you (e.g. free advice, free training, free secondees etc.)*
12. *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*

1. The information requested is exempt from disclosure under the Freedom of Information Act 2000 Section 43 as its disclosure would, or would be likely to, prejudice the commercial interests of any person (including the public authority holding it). The Trust are tendering the service we would not wish to prejudice the process
2. We use blended rate and hourly rates. There are fixed fees used in HR advice.
3. Trust Solicitor
4. All Legal advice is scrutinised by the Trust Solicitor/Legal Services Manager to ensure the advice cannot be sourced internally. Strict timescales and need for valuations in advance for each instruction.
5. No
6. Datix Risk Management system, £25, 726.20.annually. This covers complaint and incident management systems as well as claims
7. All potential external advice is discussed with the Trust Solicitor who has the final approval
8. Quarterly review meetings with 360 feedback from users
9. Only able to breakdown by partner and non-partner
10. 90% Kent; 10% London
11. The information requested is exempt from disclosure under the Freedom of Information Act 2000 Section 43 as its disclosure would, or would be likely to, prejudice the commercial interests of any person (including the public authority holding it). The Trust are tendering the service we would not wish to prejudice the process
12. No