



## INTERESTED IN JOINING

### E M LAWSHARE

#### 1. BACKGROUND

E M Lawshare is a consortium of public bodies in the East Midlands, mainly Local Authorities. It was formed in 2005 and in 2006 entered into a four year agreement with four private sector law firms to provide legal services which ended on 31 March 2010.

#### 2. MEMBERSHIP

There are now fifty two members of the consortium made up of;

County Councils	-	7
Unitary	-	4
District/Borough	-	31
Fire & Rescue	-	4
Police	-	2
Others	-	4

A full list of members is given at Appendix A.

#### 3. NEW CONTRACT: PARTNER FIRMS

In early 2010 after an extensive procurement exercise the consortium appointed five public sector firms;

- ❖ Anthony Collins
- ❖ Browne Jacobson
- ❖ DLA Piper

- ❖ Freeth Cartwright
- ❖ Weightmans

The new contract commenced on 1 April 2010 and will run for four years.

#### **4. AREAS OF LAW COVERED**

All five 'partner' firms are capable of providing a service in relation to each of 13 main categories of law covered by the Agreement with the consortium. These include every major area of legal work dealt with by Local Authorities, other than child care. A full list of the 13 areas is given in Appendix B.

#### **5. HOW IT WORKS**

Nottinghamshire County Council is the lead Authority for the consortium and will enter into an agreement with each of the five private sector partner firms. Each member of the consortium will then enter into a Memorandum of Understanding with Nottinghamshire. Copies of the partner agreements and Memorandum of Understanding can be obtained by contacting Catherine Haywood at Nottinghamshire ([catherine.haywood@nottscc.gov.uk](mailto:catherine.haywood@nottscc.gov.uk)).

#### **6. INSTRUCTIONS**

Any Authorised Officer from a consortium member may directly approach any partner firm and instruct them or can ask all or some to enter onto a mini tendering competition. It is entirely the individual authority's choice which firm they chose. There is no need to go through Nottinghamshire to place instructions but they must be provided with a copy of an instruction pro forma. A copy of this, and details of how to complete it are included in the Members Pack which every consortium member will be sent.

## 7. ADMINISTRATION FEE

There is no subscription or joining fee payable for membership of the consortium as Nottinghamshire administrative costs are covered by the revenue generated through the E M Lawshare training programme (see the “Added Value” at paragraph 10 of this note).

## 8. ADVANTAGES

The consortium offers a number of significant advantages to members;

❖ **Very competitive hourly rates**

These are fixed for the four year period of the contract and are contained in the “Member Pack”.

❖ **Non-Exclusivity**

You remain free to use any other law firm of your choosing.

❖ **No-tendering process**

Because the 5 partner firms were selected after an extensive procurement exercise you will not need to go through another such exercise to satisfy the E C Procurement Regulators or, probably, your own Council’s Contract Procedure Rules.

❖ **Added Value**

The five partner firms offer consortium members “added value” services detailed in para 10

## 9. WHO RUNS THE CONSORTIUM

All major decisions regarding the consortium are taken by a Management Panel of;

- |  |                                   |                       |
|--|-----------------------------------|-----------------------|
| ❖ Jayne Francis Ward<br>(Director of Legal & | Nottinghamshire<br>County Council | Lead Authority<br>Rep |
|--|-----------------------------------|-----------------------|

Democratic Services)

- |   |   |                               |                          |
|---|---|-------------------------------|--------------------------|
| ❖ | Stuart Leslie<br>(Director of Legal &<br>Democratic Services) | Derby City Council            | Unitary Authority<br>Rep |
| ❖ | John McElvaney<br>(Deputy County<br>Director)                 | Derbyshire County<br>Council  | County Authority<br>Rep  |
| ❖ | Anita Bradley<br>(Head of Legal &<br>Member Services)         | Mansfield District<br>Council | District Council<br>Rep  |

They meet on approximately a 6 monthly basis with the partner firms for a review of how the contract is working and additionally as and when necessary. In addition every year the lead officer from each consortium member is invited to a meeting to get an update from the Management Panel and to discuss any aspect of the consortium that they wish to comment on.

## 10. ADDED VALUE

The five partner firms offer a number of added value benefits to consortium members;

### ❖ **E M Lawshare Training Programme**

This is an annual programme only open to and tailored specifically for officers from consortium members it is delivered by the five partner firms. The 2011 programme will consist of 25+ courses all held in the East Midlands and be free of charge for a trial period of one year.

### ❖ **Website**

### ❖ **Conference**

### ❖ **Helplines**

## 11. STILL WANT TO JOIN?

If you still want to join you should email Stuart Leslie at Derby City Council ([stuart.leslie@derby.gov.uk](mailto:stuart.leslie@derby.gov.uk)) and;

- ❖ Formally request, through your Chief Legal Officer or equivalent, to join the consortium.
  
- ❖ Provide Stuart with the names and titles of all officers in your Authority authorised to place instructions with the partner firms.

He will then inform the five partner firms and add your authority to the list of consortium members.

## APPENDIX A

### CONSORTIUM MEMBERS

AS AT 10 OCTOBER 2010

1. Ashfield District Council
2. Ashfield Homes Limited
3. Bassetlaw District Council
4. Blaby District Council
5. Bolsover District Council
6. Broxtowe Borough Council
7. Charnwood Borough Council
8. Chesterfield Borough Council
9. Corby Borough Council
10. Derby City Council
11. Derbyshire County Council
12. Derbyshire Dales District
13. Derbyshire Fire & Rescue Authority
14. East-Northamptonshire Council
15. Erewash Borough Council
16. Fenland District Council
17. Gedling Borough Council
18. Harborough District Council
19. High Peak Borough Council
20. Kettering Borough Council
21. Leicester City Council
22. Leicestershire County Council
23. Leicestershire Fire and Rescue Service
24. Lincolnshire County Council
25. Mansfield District Council
26. Melton Borough Council
27. Newark & Sherwood District
28. North Kesteven District Council
29. North West Leicestershire District Council
30. Northampton Borough Council
31. Northamptonshire County Council
32. Nottingham City Council
33. Nottinghamshire County Council
34. Nottinghamshire Fire & Rescue Services HQ
35. Nottinghamshire Police Authority
36. Oadby & Wigston Borough Council
37. Peak District National Park Authority
38. Peterborough City Council
39. Rushcliffe Borough Council
40. Rutland County Council
41. Scape System Build Ltd
42. South Derbyshire District Council
43. South Kesteven District Council
44. South Northamptonshire Council
45. South Yorkshire Joint Secretariat
46. Staffordshire County Council
47. Staffordshire Fire & Rescue Service
48. Staffordshire Moorlands District Council
49. Wellingborough Borough Council
50. West Lindsey District Council
51. Charnwood Neighbourhood Housing
52. Cannock Chase District Council

## **APPENDIX B**

### **TYPES OF WORK TO BE INCLUDED IN CONTRACT**

1. Adult Social Services
2. Education
3. Civil Litigation
4. Criminal Litigation
5. Debt Recovery
6. Licensing
7. Planning, Highways and Environmental
8. Conveyancing and Property
9. Contract, Commercial and Procurement
10. Administrative and Corporate Governance
11. Employment
12. Housing
13. Environmental Health