



Office of Manpower Economics

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15th April 2015

FREEDOM OF INFORMATION REQUEST: ref/AFPRB/OME/04-15/1

Thank you for your email of 3 March 2015 where you requested the following information:

- *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, Mitratach, CT Tymetrix, 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*

Under the Freedom of Information Act 2000 ('the Act'), you have the right to:

- know whether we hold the information you require;
- be provided with that information (subject to any exemptions under the Act which may apply).

The Office of Manpower Economics provides an independent secretariat to eight Pay Review Bodies (Prison Service, NHS, Doctors' & Dentists', Senior Salaries, School Teachers, Police Remuneration Review Body, National Crime Agency Remuneration Review Body and the Armed Forces Pay Review Body) and as such we are responsible for any administrative queries for all the secretariat's mentioned above.

OME is funded by the Department for Business, Innovation and Skills, and they're responsible for all Review Body secretariat running costs and legal costs.

Due to the nature of the information that you are seeking, your request may be more appropriately addressed to the [Department of Business Innovation and Skills](#), who would be the owner of the information requested.

Appeals Procedure

If you are unhappy with the way the Office of Manpower Economics has handled your request you may ask for an internal review. You should contact me at the Office of Manpower Economics if you wish to complain.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

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

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Yours sincerely,



Steven Mokogwu

FOI Officer
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2-6 Salisbury Square
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