

APPENDIX D

Legal Services Provision – BCC

Buckinghamshire County Council (BCC) requires new legal services provision for six months, from 1st October 2019 to 31st March 2020, as its existing shared service agreement is being terminated on 30th September. The opportunity has been taken to set up legal shared service arrangements for the County and district councils, in line with Unitary transition. The new arrangements will continue to operate until the service is brought together for unitary transition.

Wycombe is recruiting a team of lawyers to provide services to the County Council in addition to its existing services in the areas of contracts, property, planning, litigation and highways. Chiltern and South Bucks District Councils also have a joint legal team providing services to both in house and where there is capacity to the County Council and BCC will establish a new team covering Adults, Children and Education services.

The full cost of the Wycombe team will be recovered from BCC, via monthly billing at an agreed blended hourly rate, utilising the existing time recording system, IKEN. Set up costs (IT, training, professional subscriptions) will also be recovered by the same mechanism. Recruitment costs and ongoing disbursements will be paid for by BCC.

All arrangements are captured in an Inter Authority Agreement.

Heads of Legal Services from the five authorities took a proposals paper on this topic to the Chief Executives' Group on 6 March 2019.

The paper was also discussed at Leader's Strategic Board on 25 March 2019.

The estimated gross expenditure includes pay costs for 12 FTE, corporate overhead recovery rate of 35%, and start-up costs, totalling £523,560.

There is potential for this spend to be higher, if billed hours exceed the expected 600 hours per staff member, and if locum support is required, with higher unit costs. These potential impacts are estimated at £150,000, giving a budget requirement of £675,000.