

# Report

Report to:	<b>Corporate Resources</b>
Date of Meeting:	<b>15 December 2004</b>
Report by:	<b>Executive Director (Corporate Resources)</b>

Subject:	<b>Approved Providers List – Legal Services – 2004-2006</b>
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## **1 Purpose of Report**

1.1 The purpose of the report is to:-

- advise of the action taken in respect of the 2 yearly review of the Approved Providers List for Legal Services

## **2 Recommendation(s)**

2.1 The Committee is asked to approve the following recommendation:-

- (1) that the action taken by the Executive Director (Corporate Resources) to carry out the 2 yearly review of the Approved Providers list for Legal Services be noted

## **3 Background**

- 3.1 In 2002, the Executive Director approved a List of firms to be used in connection with the provision of certain legal services to the Council by using set criteria.
- 3.2 In terms of the Council's Standing Orders in relation to Contracts, the List fell to be reviewed in 2004. This review has now been carried out using the set criteria.
- 3.3 Following assessments of applications and interviews, an amended List was prepared for approval by the Executive Director (Corporate Resources). The amended List is attached to this report as an Appendix.
- 3.4 The Executive Director (Corporate Resources) has approved the amended List which will take effect from 20 November 2004.

## **4. Approved List Process –General**

- 4.1 The following procedure was adopted in the selection of firms to be included on the new List:-
- An advert was placed within the Journal of the Law Society of Scotland and in The Glasgow Herald, requesting expressions of interest from firms in relation to specified services.
  - Services were selected after consideration of anticipated future requirements of both Core Legal Services and the Devolved Legal Teams within Enterprise Resources

and Housing and Technical Resources. The services selected are as detailed in the Appendix.

- In addition to all firms on the existing List, a total of 22 (an increase of 5 from the last review in 2002) questionnaires were issued to firms who had expressed an interest in joining the new List.
- All questionnaires returned were evaluated using the criteria agreed by Committee on 1 February 2000.
- On completion of the assessment, a total of 17 firms were invited for interview. A maximum of 6 firms were interviewed for any particular service, most firms applying for multiple services.
- As a result of the selection, a revised Approved Providers List has been formed and is attached to this report.
- It has been decided that there should be no List formed in relation to Local Agents (including Procedural Hearings for Education Prosecutions) due to insufficient interest expressed by firms. This will be subject to periodic review.
- The List was approved by the Executive Director (Corporate Resources) on 9 November 2004

## **5 Employee Implications**

5.1 None

## **6 Financial Implications**

6.1 None

## **7 Other Implications**

7.1 None

## **8 Consultation**

8.1 None

**Alan Cuthbertson**

**Executive Director (Corporate Resources)**

**1 December 2004**

## **Link(s) to Council Objectives**

None

## **Previous References**

Corporate Resources Committee – 11 February 2004

## **List of Background Papers**

None

## **Contact for Further Information**

If you would like to inspect the background papers or want further information, please

contact:- Bill Dunn, Legal Services Adviser,

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**SOUTH LANARKSHIRE COUNCIL APPROVED PROVIDERS LIST****LEGAL SERVICES****2004-2006**

<b><u>SERVICE</u></b>	<b><u>FIRM</u></b>
<b>LOCAL AGENTS</b>	<b>No List formed</b>
<b>EDUCATION PROSECUTIONS</b>	Hay Cassells Russells Gibson McCaffrey
<b>ROUTINE COURT WORK</b>	Biggart Baillie Hay Cassells Russells Gibson McCaffrey
<b>ADULTS WITH INCAPACITY</b>	Bell Russell Carr Berman Crichton Hay Cassells
<b>COURT OF SESSION WORK/ EDINBURGH AGENTS</b>	Burness Simpson & Marwick
<b>EMPLOYMENT/ TRIBUNAL REPRESENTATION</b>	McRoberts
<b>ROUTINE COMMERCIAL CONVEYANCING</b>	Stodarts
<b>COMMERCIAL CONVEYANCING/ COMMERCIAL LAW</b>	DLA Morton Fraser Shepherd + Wedderburn
<b>PLANNING/ENVIRONMENTAL</b>	Brodies Morton Fraser
<b>HOUSING</b>	Harper McLeod Hay Cassells