

Record of operational decision

Decision title:	Decision to enter new 3 year (April 2024- March 2027) online subscription service with Thomson Reuters for Westlaw UK and Practical Law services
Date of decision:	15 March 2024
Decision maker:	Head of Legal Services
Authority for delegated decision:	<p>The chief executive's scheme of delegation allows this operational decision to be made by the Head of Legal Services as it</p> <ul style="list-style-type: none"> • Is within an approved budget • Is not in conflict with the council's policies, strategies or relevant service plans • Does not amend existing or raise new policy issues <p>Where the scheme of delegation provides the authority and in accordance with financial procedure rules: approving revenue payments of £25,000 - £100,000 can be approved by managers that report to Head of Service (up to and including HC12 pay grade).</p>
Ward:	Countywide
Consultation:	Consultation has taken place with Legal Service Managers and Director of Governance and Law.
Decision made:	Renew a subscription with Thomson Reuters for the provision of the Westlaw UK and Practical Law online legal service for a period of 3 years at a total cost of not more than £80,000.
Reasons for decision:	<p>Westlaw UK and Practical Law is an online service including legislation, legal information and research resources including journals, books and case law. This is essential to ensure that solicitors, lawyers and legal staff have access to the most up to date information to provide Council Directorates with high quality advice and support. Legal Services need access to this information to carry out their duties.</p> <p>Herefordshire Council is a member of EM Lawshare (a consortium of Local Authorities and public bodies) which provides access to legal services for Local Authorities at enhanced rates. One of the benefits of this membership is preferential rates on the normal fees charged by Thomson Reuter for the core Westlaw UK and Practice Law service, representing a saving of 40%. In addition there is a 25% discount on additional books and packages that can be purchased on an ad-hoc basis. Elements of the service (some research resources, tracking Bills and new legislation and daily updates) are only provided by Thomson Reuters, there being no other provider.</p>
Highlight any associated risks/finance/legal/equality considerations:	This is an online subscription service. Any failure of the platform is expected to be short term i.e. hours.
Details of any alternative options considered and rejected:	<p>No alternatives have been considered.</p> <p>Herefordshire Council is a member of EM Lawshare and as such receives substantial discounts to use the Westlaw and Practical Law services. In addition there are elements of this service that are only available via</p>

	Thomson Reuters, there being no other providers.
Details of any declarations of interest made:	No declarations of interest have been declared.

Signed



Date: 15 March 2024