



SHEPHERD+ WEDDERBURN



smarter  
working

supporting success



## TECHNOLOGY AND INNOVATION

We want to enable our clients and our lawyers to work smarter. Our approach to technology is twofold – we’re using technology to solve our clients’ problems and to improve the way we work.



### INTERNAL INNOVATION

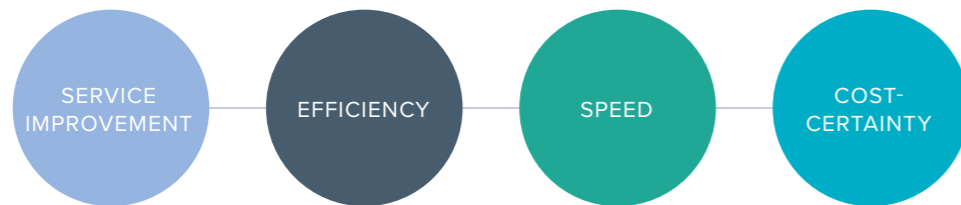
We deploy technologies and processes internally to enhance the service we provide to our clients. We use tools to enable us to scope, plan and deliver high quality legal work on time and on budget, with no surprises.



### BESPOKE CLIENT SOLUTIONS

Our expert in-house technology team works in collaboration with our clients to solve their problems. We have a track record of helping clients manage business-critical issues through the use of technology. This means projects run more smoothly and quickly – ultimately making your life easier.

## OUR END GOAL



Here are some real life examples where we have used technology and innovative management solutions to provide tangible benefits to our clients.



## COLLABORATING WITH CLIENTS TO SOLVE THEIR PROBLEMS

### CHALLENGE

Our client was undertaking the largest mobile cell site rollout in the UK in more than a decade. This involved telecoms masts being installed at more than 500 individual sites. The project was progressing quickly across the UK and this needed to be managed, tracked and reported on. Several teams of lawyers and consultants from across the UK were involved.

### SOLUTION

In four days, our specialist in-house tech team collaborated with the client to build a tailored online reporting tool that showed the status of each site in real-time. The tool was interactive, allowing the client and other parties to post status updates and view information on the entire project’s progress. All key information relating to legal, planning and technical progress was up-to-date and accessible in one place.

### BENEFITS

This bespoke solution provided our client with easy access to a wide variety of data, allowing it to keep track of progress in real time. More effective collaboration between advisers and the client led to cost and time savings, freeing the client up to focus its time and effort on strategic aspects of the project. In addition, having real-time visibility of progress allowed the client to monitor costs and provided greater cost certainty.

The tool also provided time-saving benefits for Shepherd and Wedderburn as every team member had cross-firm updates at their fingertips, meaning only one person was required to attend regular project update meetings on behalf of the whole firm.



The client said: “Shepherd and Wedderburn built a bespoke extranet solution for us to manage the project ... the accessibility and functionality of this tool has been key to the success of the project to date.”

## ACCELERATING DOCUMENT REVIEW WITH ARTIFICIAL INTELLIGENCE



Review time reduced by

50%

We use machine-learning software that utilises powerful search and analysis tools to enable our team to identify issues and trends across documents quickly and spend more time delivering real added value for our clients.

We've been trialling the use of artificial intelligence for due diligence, document review, contract analysis and lease summaries.

When acting for an investment client acquiring a portfolio of multi-let properties, one of our tasks was to review bulk real estate documentation efficiently (and cost-effectively) within a short timescale. We used artificial intelligence document review software to help us identify and extract key data, allowing us to focus our time on the legal issues. Using the software, we were able to review the leases and produce first drafts of lease reports very quickly.



We have found machine learning document review software to be invaluable in a competitive market where certain aspects of essential real estate work are becoming increasingly commoditised.

Elaine Hunter, Partner,  
Shepherd and Wedderburn

[elaine.hunter@shepwedd.com](mailto:elaine.hunter@shepwedd.com)



## DOCUMENT AUTOMATION IN PRACTICE SPEEDING UP RESPONSE TIMES

Drafting times  
reduced by up to

80%

Over

70

automatic document  
templates

20

new templates  
coming soon

### CHALLENGE

Our corporate team acts for start-up companies seeking seed or series A investment. In a typical funding round, a term sheet, subscription and shareholders agreement and ancillary documents need to be prepared. These legal documents can be time consuming to draft and the challenge has been to produce them quickly and cost-efficiently, while ensuring consistency and that we maintain the high standard of service for which we are renowned.

### SOLUTION

We have used document automation to generate the investment documentation required for a series A or seed investment from a short electronic interview. This documentation is intended to be suitable for future funding rounds with minimal amendments.

### BENEFITS

Using this technology, first drafts are available in a matter of minutes rather than days. The platform ensures consistency and quality, which is important to frequent users (such as investment funds). A document management system also works alongside the platform ensuring that investors have an easily accessible repository of their key investment documents. The time saving means our fees are competitive and more start-ups have access to our high quality advice.



Savings of over

50%

in investor costs

## DOCUMENT MANAGEMENT SYSTEMS AND EDISCOVERY – COST EFFICIENT ANALYSIS



### Seconds, not hours

of manual work

Document management systems are essential for tracking, managing and storing a large volume of electronic information, reducing paper and increasing efficiency. They can significantly reduce the time spent reviewing documents. Electronic discovery is the term used for processing and analysing this information specifically for legal proceedings.

We are currently working on a large disclosure exercise for a multi-million pound international arbitration, involving the analysis of around 50,000 documents. If our client was to use a third party provider to carry out this analysis it would likely cost them in the region of £50,000.

We processed the data in-house using an eDiscovery application called Eclipse. This software helps with concept identification, searching, filtering and content tagging of electronic documentation.



Our client would have spent a considerable sum to have the eDiscovery exercise carried out by a third party but we were able to undertake it for a far lesser fee. In addition to the considerable cost-saving, our client doesn't have to deal with another service provider in what is already a complex case with multiple parties involved.

Ben Pilbrow, Partner,  
Shepherd and Wedderburn

[ben.pilbrow@shepwedd.com](mailto:ben.pilbrow@shepwedd.com)



## ACCURATE SCOPING, COST ESTIMATES REAL-TIME UPDATES

Phase 1: Case assessment	Estimated hours	Actual hours	Status	Estimated	Total spend	Status
Initial review of papers/advising on merits of case/risk assessment	3	0.5	<div style="width: 17%;"><span>17%</span></div>	£367.50	£73.50	<div style="width: 20%;"><span>20%</span></div>
Phase 2: Preliminary headings	Estimated hours	Actual hours	Status	Estimated	Total spend	Status
Preparation of issues lists	2	1.3	<div style="width: 65%;"><span>65%</span></div>	£245.00	£154.00	<div style="width: 63%;"><span>63%</span></div>

### CHALLENGE

We asked our clients what was most important to them and how we could improve our service. With challenging market conditions and increasing pressure on in-house teams and budgets, many of our clients said cost certainty was paramount. They told us that keeping them informed on costs “with no surprises” was critical.

### SOLUTION

We built an online scoping and estimating tool, enabling us to build a scope of work with phases and tasks. We can provide clients with a transparent budget for a new instruction, and link the finalised estimate to our time recording system to track time spent against the estimate and alert clients when work goes out of scope.

We also put in place a Work In Progress (WIP) alert tool providing notifications when the WIP on a matter has reached a percentage of the budget or designated monetary value.

### BENEFIT

We give clients transparency of cost for work that has a defined scope and provide timely updates on progress against budget. Our lawyers no longer have to undertake time-consuming manual reviews of WIP against budget, and can instead focus on delivering commercial legal advice of the highest quality.



# PROCESS EFFICIENCY: PROVIDING COST CERTAINTY AND ANTICIPATING ISSUES

## CHALLENGE

One of our financial services clients generates a stream of instructions for us that are all very similar, but not identical. These matters are normally subject to time pressures. We wanted to deliver greater cost certainty for the client while also completing our work faster.

## SOLUTION

We held workshops internally to map out our processes for this work and identified areas in which we could improve. We built a toolkit of documents, emails and checklists that anticipates hurdles that might be encountered during the course of delivering the work. The toolkit helps us manage the cost and any delays that those hurdles might cause.

## BENEFITS

We are able to manage matters more effectively and streamline work. We deliver certainty to our clients, both on budget and timescale for delivery.