

Procurement Plan for The City of Brighton and Hove

Procurement Summary

1. Family Services

We intend to invite tenders for approximately **1,280** new matter starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of The City of Brighton and Hove. The PA is relatively small and densely populated, so there is high demand for both public and private family law services within a relatively small area with good transport links.

- We will therefore advertise these tenders as **Service Specification A**, which means that providers will be required to bid for, and undertake, both private and public Family law.
- Providers will be required to tender for, and undertake, a minimum of **100** Legal Help cases per year in private Family law.
- Providers will also be required to tender for a minimum of **5** Public Law cases at certificated level.
- Providers will be required to have a permanent presence in the procurement area.

Providers who wish to undertake only work for children will be able to tender for a specialist children contract, with no requirement to undertake the full range of family services.

2. Family and Housing (Combined Service)

We will set aside a proportion of the available NMS in Housing for providers wishing to deliver a combined Housing and Family service.

There is currently some demand for this combination of services. We have therefore set aside **100** Housing NMS for combined Housing and Family services.

Providers wishing to deliver a combined Housing and Family service will be required to tender for and undertake a minimum of **50** NMS per schedule year.

3. Social Welfare Law Services

We intend to invite tenders for **2,850** NMS across the core Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits advice; **100** NMS in Community Care and **100** NMS in Employment.

Housing, Welfare Benefits and Debt will be tendered together and providers will be required to both tender for, and provide, services in all three categories.

- Providers may bid to deliver Housing, Debt and Welfare Benefits services either as a single legal entity or part of a consortium.
- Housing, Debt and Welfare Benefits providers will be required to have a permanent presence in the PA.
- In addition providers bidding to deliver Housing, Debt and Welfare Benefits will be required to undertake a minimum of **100** NMS in each of these categories per schedule year.
- Providers delivering services in Employment will be required to undertake a minimum of **30** NMS in each schedule year
- Providers delivering services in Community Care will be required to undertake a minimum of **20** NMS in each schedule year.
- Community Care and Employment providers will be required to have a part-time presence in the PA.

We will be inviting tenders in SWL under **Service Specification A**. This means that we will also require providers to employ an authorised litigator in order to conduct Housing and or Community Care services.

For Debt, Housing and Welfare Benefits, we will divide the available NMS for the PA between the three categories as follows:

PA	Debt	Housing	Welfare Benefits
The City of Brighton and Hove	690	1,420	740

4. Access

There are no potential access issues within The City of Brighton and Hove as the area is geographically small and good public transport links are available across the whole of the procurement area. Therefore no criteria will be used to select providers on the basis of their location within the area and providers will only be required to have a permanent presence within the procurement area.

5. Budget

Current spend in this area is lower than that which we would expect to spend in Family Legal Help according to the Indicative Spend Budget Model. Therefore, the total number of NMS available in this area will be increased from that which is currently being delivered to enable an increase in access to services which moves closer to that suggested by the Model.

Current spend in this area is higher than that which we would expect to spend in SWL services according to the Indicative Spend Budget Model. It is therefore unlikely that we would wish to actively increase the provision of SWL

services and matter starts will be carefully managed with the aim of remaining within the level of current spend.

6. Current Supply (September 08 – August 09)

Category	No. of Providers	NMS opened	Certificates issued
Family (public)	11	1,164	977
Family (private)	11		407
Debt	2	671	1
Housing	2	2,027	99
Welfare Benefits	2	577	0
Employment	0	58	0
Community Care	1	33	2

	Total providers	Current SWL Services: number of providers delivering combinations of categories					Housing & Family	Current Family Services: number of providers delivering public/private	
		5 core SWL cats	4 core SWL cats	3 core SWL cats	2 core SWL cats	1 core SWL cat		5+Public law certs	Family private only
Solicitor	14	0	0	1	0	2	1	11	0
NFP	1	0	0	0	1	0	0	0	0