

## Procurement Plan for Enfield

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### Procurement Summary

#### 1. Family Services

We intend to invite bids for **760** New Matter Starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of Enfield.

We have historically had some difficulty in placing family services in this area. To encourage the development of service provision across a wide range of family issues and taking into account the low demand for public law family services we will advertise the tender as **Service Specification B**.

- Providers will be able to tender to deliver either the full range of private family work and / or public law children work.
- Providers will need to have a permanent presence in the PA.
- Where providers wish to undertake private family work they must tender for and undertake a minimum of **75** Legal Help cases per year.
- Where providers wish to undertake only public law children cases they must commit to undertake at least **5** certificated cases per year.

#### 2. Family & Housing (Combined Service)

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

We have seen limited demand for this service combination within the PA. We will therefore make **100** NMS in Housing available for providers wishing to deliver a combined Housing and Family service.

Providers wishing to bid for this service combination will be required to tender for and undertake a minimum of **50** NMS in Housing per schedule year.

#### 3. Social Welfare Law Services

We intend to invite tenders for **600** NMS across the core Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits advice, **110** in Community Care and **100** in Employment.

Clients currently have access to the full range of services in SWL. We will therefore invite tenders under **Service Specification A**. The amount spent on SWL services in this area is currently lower than that suggested by the

Indicative Spend Budget Model and to encourage the development of further services, we will set the minimum NMS requirement at **50**.

Housing Welfare Benefits and Debt will be advertised together and providers will be required to bid for and provide services in all three categories.

- Providers may bid to deliver Housing, Debt and Welfare Benefits either as a single legal entity or as part of a consortium.
- Providers delivering Housing, Debt and Welfare Benefits will need to have a permanent presence in the PA.
- Providers delivering Housing, Debt and Welfare Benefits will be required to bid for and undertake a minimum of **50** NMS in each category per schedule year.
- Providers delivering Community Care will be required to bid for and undertake a minimum of **20** NMS per schedule year.
- Providers delivering Employment will be required to bid for and undertake a minimum of **30** NMS per schedule year.
- Community Care and Employment providers will be required to have a part-time presence in the PA.
- As we will invite bids under Service Specification A, providers will be required 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
Enfield	200	190	210

#### **4. Access**

There are no potential access issues within Enfield 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 PA.

#### **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 to enable an increase in access to services which moves closer to that suggested by the Model.

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

#### 6. Current Supply: September 08 – August 09

Category	No. of Providers	NMS opened	Certificates issued
Family (public)	3	694	132
Family (private)	7		235
Debt	4	188	0
Housing	4	291	12
Welfare Benefits	2	148	0
Employment	1	20	0
Community Care	2	20	0

	Total providers	Current SWL Services						Current Family Services	
		5 core SWL cats	4 core SWL cats	3 core SWL cats	2 core SWL cats	1 core SWL cat	Housing & Family	5+ Public law certs	Family private only
<b>Solicitor</b>	<b>10</b>	1	0	2	1	0	0	3	4
<b>NFP</b>	<b>0</b>	0	0	0	0	0	0	0	0