

## Procurement Plan for Greater Nottingham

---

### Procurement Summary

#### 1. Family Services

We intend to invite bids for **4,100** New Matter Starts (NMS) for the provision of face-to-face Family advice within the procurement area of Greater Nottingham.

There is currently a good level of access to Family services in the area and we anticipate that this will continue to be the case. Significant demand for public law services is evident in this PA and we anticipate that clients will require advice across a wide range of family issues. We will therefore advertise the tender as **Service Specification A**.

- Providers will be required to tender for and deliver the full range of private **and** public family law.
- Providers will need to have a permanent presence in the PA.
- Providers will be required to tender for and undertake a minimum of **100** Legal Help cases per year and for public law children cases to undertake at least **5** certificated cases per year.

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. Housing and Family (Combined Service)

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

There has previously been limited demand for this service combination within the PA and we therefore intend to invite bids for just **150** NMS, made available across the PA for providers wishing to deliver Family and Housing services together.

Providers wishing to provide Housing as part of 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 bids for **3,630** NMS across the core Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits advice, **100** in Community Care and **100** in Employment. As with Family, the market for SWL services is well developed in Greater Nottingham and to ensure client access to services, we will invite bids under **Service Specification A**.

Housing, Welfare Benefits and Debt will be tendered together as a bundle of services 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 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 undertake a minimum of **100** NMS in each category per schedule year.
- Providers delivering Community Care will be required to undertake a minimum of **20** NMS per schedule year.
- Providers delivering Employment will be required to 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 SWL tenders are invited under **Service Specification A**, the requirement to employ an authorised litigator in Housing and/ or Community Care will be an essential criterion.

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
Greater Nottingham	1,130	1,290	1,210

### 4. Access

There are few potential access issues within Greater Nottingham as this is a largely urban area, with good public transport links across the whole of the PA. 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 higher than that which we would expect to spend in Family services according to the Indicative Spend Budget Model. It is therefore unlikely that we would wish to actively increase the provision of Family services and matter starts will be carefully managed with the aim of remaining within the level of current spend.

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 from that which is currently being delivered 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
Private Family	35	4,556	1,242
Public Family	25		814
Debt	4	786	5
Housing	3	1,441	86
Welfare Benefits	4	1,206	0
Employment	1	59	0
Community Care	0	15	6

	Current SWL Services						Current Family Services		
	Total Providers	Providers delivering 5 core SWL cats	Providers delivering 4 core SWL cats	Providers delivering 3 core SWL cats	Providers delivering 2 core SWL cats	Providers delivering 1 core SWL cat	Providers delivering Housing & Family	Providers delivering 5+Public law certs	Providers delivering family private only
<b>Total Solicitor Providers</b>	<b>36</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>15</b>	<b>10</b>
<b>Total NFP Providers</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>