

Procurement Plan for Hampshire

Procurement Summary

1. Family Services

We intend to invite bids for approximately **4,800 new matter starts** (NMS) for the provision of face to face Family Advice within the procurement area of Hampshire.

Hampshire is a largely rural area that is widely spread, covering 12 market towns, with an administrative centre in Winchester. The family court centre is in the separate and neighbouring procurement area of Portsmouth. In view of the geography of the procurement area and the location of conurbations within it, the number of cases is insufficient in any one place to support the requirement to carry out both public and private law work. Therefore, tendering for both private law and public law together will have a detrimental impact on access for clients to these services. As a result we will advertise these tenders under **Service Specification B**, which will allow providers to tender for the full range of private family work and/or public law children work.

In order to ensure access to service but encourage adequate volume, it is proposed that where providers wish to undertake private law family the minimum new matter start requirement will be 75.

- We will require providers to tender for and undertake a minimum of **75 Legal Help** cases per year.
- Those wishing to undertake only public law children work will be required to undertake at least 5 certificated cases per year.
- Providers will need to have a permanent presence in the access point where they are bidding.

2. Family and 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. There has previously been some demand for this service combination within the PA and we will therefore make available **150** Housing NMS for this purpose. Providers wishing to deliver housing as part of this service combination will be required to tender for, and undertake, a minimum of **50** NMS in Housing per year.

3. SWL Services

We intend to invite tenders for **2,280 NMS** across the core Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits. In addition we intend to invite tenders for **100 NMS** in Community Care and **120 NMS** in Employment.

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

- Providers can bid to provide these services either as a single legal entity or as part of a consortium.
- Housing, Debt and Welfare Benefits providers will be required to have a permanent presence in the PA and in the access point(s) where they tender to provide services.
- In addition providers delivering housing, debt and welfare benefits will be required to undertake a **minimum of 75 NMS** in each category per schedule year. As with family services, the minimum NMS has been set at 75 to take into account the way in which clients access services and the wide spread of towns across the procurement area.
- Providers tendering to provide services in community care will be required to undertake a **minimum of 20 NMS** per schedule year.
- Providers tendering to provide services in 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 B**, the requirement to employ an authorised litigator in Housing and / or Community Care will not be an essential criterion.

However, in the Service Specification B areas where a competitive process is necessary to decide between tenders, as part of the selection process we will prefer providers who can provide the best access to an authorised litigator. This might mean giving preference to those with an employed authorised litigator. We will also consider alternative arrangements but providers are advised that this may score lower in the ranking.

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
Hampshire	920	600	760

4. Access

There are some potential access issues within Hampshire as the procurement area is geographically large, split between 11 local authority areas and with poor transport links in some parts of the area.

We will therefore make NMS available by specified access points, grouping bid zones together within the PA, and will require providers to deliver services through a permanent presence in the access point(s) bid for.

Access Point	NMS allocated for Family	NMS allocated for Debt	NMS allocated for Housing	NMS allocated for Welfare Benefits
North Hampshire (Basingstoke & Deane, Test Valley, Winchester, East Hants, Hart, and Rushmoor)	2210	460	300	380
South Hampshire (Eastleigh, New Forest Fareham, Gosport, and Havant)	2590	460	300	380

It should also be noted that clients within Hampshire travel outside the procurement area to gain access to many types of public services including legal services. In particular, to the south of the procurement area, figures demonstrate that providers within Southampton and Portsmouth deliver family and social welfare law services for clients throughout Hampshire.

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 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
Family (public)	34	4,362	867
Family (private)	49		1,302
Debt	5	907	6
Housing	6	637	68
Welfare Benefits	5	637	0
Employment	3	123	0
Community Care	0	7	0

		Current SWL Services: number of providers delivering combinations of categories					Current Family Services: number of providers delivering public/private		
	Total providers	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
Solicitor	51	0	1	2	0	2	2	19	15
NFP	3	0	0	1	2	0	0	0	0