

Procurement Plan for Kingston & Richmond

Procurement Summary

1. Family Services

We intend to invite bids for approximately **300** NMS for the provision of face-to-face Family advice within the procurement area (PA) of Kingston & Richmond. There is relatively good access to both public and private Family services although volumes are often low. Demand for public law services is evident in this PA but there is far less demand for private law services. Therefore we will advertise the tender as **Service Specification B**.

To take into account the historic low demand for private family services, we have set the requirement to undertake a minimum number of Legal Help cases at the lower level of **50** per year.

- Providers will be required to deliver the full range of private family work **and** 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 **50** 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.

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 & 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.

We have seen limited demand for this service within the procurement area. 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 **1,090** NMS across the core Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits advice, **100** in Community Care and **110** in Employment.

There is currently access to services in SWL across the PA and we anticipate that there may be some competition to deliver services in the area. However, the amount spent on SWL services in this area is lower than is suggested by our Indicative Spend Budget Model. To encourage the development services we will set the minimum NMS requirement in Debt, Housing and Welfare Benefits at **50** although to ensure access to the full range of services we will invite tenders under **Service Specification A**.

Housing Welfare Benefits and Debt will be advertised together as a bundle of services 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 undertake a minimum of **50** 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 tenders are invited under **Service Specification A**, we will 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
Kingston-upon-Thames & Richmond-upon-Thames	380	280	430

4. Access

Whilst the 2 boroughs joined together cover a large area (compared to other London PAs), the population of the PA is small. There are no potential access issues within Kingston & Richmond as good public transport links are

available 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 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)	5	256	355
Family (private)	6		87
Debt	3	326	5
Housing	3	308	55
Welfare Benefits	4	431	0
Employment	3	108	0
Community Care	1	68	7

	Total providers	Current SWL Services: number of providers delivering combinations of categories						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	Housing & Family	5+Public law certs	Family private only
Solicitor	7	0	0	2	0	0	0	4	1
NFP	3	0	1	0	2	0	0	0	1