

Procurement Plan for Kirklees

Procurement Summary

1. Family Services

We intend to invite bids for approximately **2,850** new matter starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of Kirklees.

There is currently a good level of access to integrated family services in the PA although the rural locations contained within the PA mean large volumes of work may not always be undertaken.

- We will therefore invite providers to bid under **Service Specification A** which will require providers to tender for both the full range of private Family work and public law children work.
- Providers will need to have a permanent presence in the PA and within the Access Point where specified.
- Providers must tender for and undertake a minimum of **75** Legal Help cases and **5** public law 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 and Housing (Combined Service)

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

There has previously been little demand for this service combination in the PA and we therefore intend to invited bids for **100** Housing NMS.

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

3. Social Welfare Law Services

We intend to invite bids for approximately **2,020** NMS across the Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits and an additional **160** NMS in the category of Community Care and **350** NMS in the

category of Employment. We will invite these 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 Debt, Housing and Welfare Benefits either as a single legal entity or as part of a consortium.
- Providers wishing to deliver Housing, Debt and Welfare Benefits must tender for and undertake a minimum of **100** NMS in each category per schedule year.
- Providers wishing to deliver Housing, Debt and Welfare Benefits must have a permanent presence in the PA and within the Access Point(s) tendered for.
- 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.
- Providers wishing to deliver Community Care and/or Employment will be required to have a part-time presence in the PA.
- As SWL tenders are being 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
Kirklees	530	950	540

4. Access

As Kirklees is a large area, and covers a number of urban and rural communities, we want to ensure that access to services is not compromised.

We will therefore make NMS available for particular access points within the PA and use criteria that require providers to deliver services in at least one of these areas through a permanent presence (other than those delivering Community Care and Employment – see above).

Access Point	NMS allocated for Family	NMS allocated for Debt	NMS allocated for Housing	NMS allocated for Welfare Benefits
North Kirklees	1,140	210	380	220
Huddersfield District	1,710	320	570	320

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
Family (public)	20	3,167	1,199
Family (private)	26		1,059
Debt	2	489	4
Housing	3	1,051	35
Welfare Benefits	4	322	0
Employment	2	346	2
Community Care	3	157	15

	Total providers	Current SWL Services						Current Family Services	
		Providers delivering 5 SWL cats	Providers delivering 4 SWL cats	Providers delivering 3 SWL cats	Providers delivering 2 SWL cats	Providers delivering 1 SWL cat	Providers delivering Housing & Family	Providers delivering 5+Public law certs	Providers delivering family private only
Total Solicitor Providers	27	0	0	1	1	2	0	16	6
Total NFP Providers	4	0	0	1	1	2	0	0	0