

## Procurement Plan for Knowsley

---

### Procurement Summary

#### 1. Family Services

We intend to invite bids for **730** new matter starts (NMS) for the provision of face to face Family advice within the procurement area (PA) of Knowsley.

The area currently has only the minimum level of access for family services.

- We will therefore invite providers to bid under **Service Specification B** which will allow providers to tender for 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 50** Legal Help cases per year.
- Those wishing to undertake only public law children cases must commit to undertake at least **5** certificated cases per year.

#### 2. Family & Housing Services

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 little demand for this service combination within the PA and we therefore intend to set the available NMS at **100**.

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

#### 3. Social Welfare Law Services

We intend to invite bids for **1,400** NMS across the Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits advice and **100** NMS in Community Care and **110** NMS in Employment. In contrast with Family services we believe that the local market conditions are better established for the delivery of SWL services and will therefore invite these bids under **Service Specification A**.

Housing, Welfare Benefits and Debt will be advertised 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 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 within access point(s) tendered for as specified.
- Providers delivering Housing, Debt and Welfare Benefits will be required to undertake a minimum of **100** NMS in each category per schedule year.
- Providers will be required to undertake a minimum of **20** NMS in Community Care per schedule year.
- Providers will be required to undertake a minimum of **30** NMS in Employment 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.

In the categories of Debt, Housing and Welfare Benefits, the allocation of NMS is divided within the procurement area as follows:

PA	Debt	Housing	Welfare Benefits
Knowsley	530	200	670

#### 4. Access

Currently the PA is split between the Kirkby and Huyton & Prescott areas with relatively poor transport links between the 2 areas. 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.

Access Point	NMS allocated for Family	NMS allocated for Debt	NMS allocated for Housing	NMS allocated for Welfare Benefits
Huyton, Prescott & Halewood	430	210	100	270
Kirkby	300	320	100	400

#### 5. Budget

The amount currently spent on Family Legal Help in this area is lower than that suggested by the Indicative Spend Budget Model. Therefore, the total number of NMS available in this area has been 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 SWL services in this area is slightly lower than is suggested by the Indicative Spend Budget Model. Therefore, the total number of NMS available in this area has been 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)	5	659	113
Family (private)	5		181
Debt	1	534	0
Housing	1	233	2
Welfare Benefits	2	689	0
Employment	1	108	0
Community Care	0	0	0

	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
<b>Solicitor</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>
<b>NFP</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>