

## **Procurement Plan for Leicestershire and Rutland**

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### **Procurement Summary**

#### **1. Family Services**

We intend to invite bids for **1,360** new matter starts (NMS) for the provision of face-to-face Family advice within the procurement area of Leicestershire and Rutland.

There is currently a good spread of family advice provision across the PA and we anticipate that this will continue to be the case. However, there are a number of access points within the area where the semi-rural nature of the population means providers will be unlikely to undertake a large volume of work. To ensure a good level of service provision for clients we will invite tenders under **Service Specification B**.

- Providers will be able 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 the PA, within the access point(s) tendered for.
- Where providers wish to undertake private family work they must tender for and deliver a minimum of **50** NMS per year.
- Those wishing to undertake only public law children cases must commit to undertake at least **5** certificated public law cases per year.

#### **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.

#### **3. Social Welfare Law Services**

We intend to invite bids for **2,240** NMS across the core Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits advice and **100** NMS in Community Care and **100** NMS in Employment. To ensure we have good

provision for clients across the PA we will invite these bids under **Service Specification B**.

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.
- For providers delivering Debt, Housing and Welfare Benefits we will require that the provider has a permanent presence in either the PA of Leicestershire and Rutland or the City of Leicester.
- Providers delivering Housing, Debt and Welfare Benefits will be required to undertake a minimum of **75** 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 B**, the requirement to employ an authorised litigator in Housing and/ or Community Care will not be an essential criterion.

However, where a competitive process is necessary to decide between bids, 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
Leicestershire and Rutland	1,210	440	590

#### 4. Access

There are some potential access issues within Leicestershire and Rutland as the area is very large with a number of geographically distant market towns and a relatively large rural population.

We will therefore make NMS available for two access points within the PA.

Family providers will need to have a permanent presence in the procurement area and in the access point(s) tendered for.

For providers delivering Debt, Housing and Welfare Benefits we will require that the provider has a permanent presence in either the PA of Leicestershire and Rutland or the City of Leicester. However in order to ensure the best levels of levels of access for clients in the area we will prefer providers that have a permanent presence in the PA of Leicestershire and Rutland.

In addition, in the North Leicestershire and Rutland Access Point, we are considering using criteria which would prefer providers who can deliver a service from a permanent or part-time presence in the local authority area of Charnwood.

<b>Access Point</b>	<b>NMS allocated for Family</b>	<b>NMS allocated for Debt</b>	<b>NMS allocated for Housing</b>	<b>NMS allocated for Welfare Benefits</b>
North East and North West Leicestershire, and Rutland (including Melton, Charnwood, North West Leicestershire and Rutland)	670	630	240	310
South East and South West Leicestershire (including Harborough, Oadby and Wigston, Blaby, and Hinkley and Bosworth)	690	580	200	280

## **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**

<b>Category</b>	<b>No. of Providers</b>	<b>NMS opened</b>	<b>Certificates issued</b>
Family (Private)	14	1,236	352
Family (Public)	10		338
Debt	2	1,450	2
Housing	3	355	21
Welfare Benefits	2	351	0
Employment	1	30	0
Community Care	0	14	0

	Total Providers	<b>Current SWL Services</b>					<b>Current Family Services</b>		
		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>Solicitor</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>5</b>	<b>3</b>
<b>NFP</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>