

Procurement Plan for Neath, Port Talbot and Swansea

Procurement Summary

1. Family Services

We intend to invite bids for approximately **3,110** new matter starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of Neath, Port Talbot and Swansea.

There is currently a good level of access to family services across the PA and the market is well developed. We anticipate there will be competition to deliver services and there is significant client demand for the full range of family services in this PA.

Because we wish to maintain good client access to services and we consider that the market place would be able to sustain providers delivering both public and private law family services, we will invite bids under **Service Specification A**.

- 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 and in the access point(s) tendered for.
- Providers will be required to tender for and undertake a minimum of **100** Legal Help cases and **5** public law certificates 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 small proportion of the available NMS in Housing for providers wishing to deliver a combined Housing & Family service.

We have seen some demand for this service within the procurement area. We will therefore set aside **300** NMS in Housing for providers wishing to deliver a combined Housing & Family service.

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

3. Social Welfare Law Services

We intend to place tenders for approximately **2,590** NMS across the Social Welfare Law (SWL) categories of Housing Welfare Benefits and Debt, **100** in Community Care and **100** in Employment

As with current access to family advice, SWL services are well established in the PA, particularly in the categories of Debt, Housing and Welfare Benefits. We expect there will be competition to deliver services in this PA.

In order to maintain the current good levels of client access across the PA and so we will tender for these services under **Service Specification A**.

Housing, Welfare Benefits and Debt will be tendered together 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 Debt, Housing and Welfare Benefits will need to have a permanent presence in the PA and in the access point(s) tendered for.
- 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 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
Neath, Port Talbot & Swansea	870	410	1,310

4. Access

Neath, Port Talbot & Swansea covers a large urban area, with a combination of a large city and smaller towns. We do not consider there to be potential access issues within the PA as good public transport links are available across the whole of the procurement area. However we are concerned that if

we organise bids around the whole of the procurement area we will not ensure adequate access across all towns in the area. We will therefore make NMS available in two access points within the PA. Providers (other than those delivering Community Care and Employment – see above) will be required to have a permanent presence in the access point(s) in which they deliver services.

Access Points	NMS allocated for Family	NMS allocated for Debt	NMS allocated for Housing	NMS allocated for Welfare Benefits
Neath / Port Talbot	1,130	330	150	500
Swansea	1,980	540	260	810

All providers delivering services in this procurement area must be able to deliver those services taking account of clients whose language of choice is Welsh.

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 higher than that which we would expect to spend in SWL services according to the Indicative Spend Budget Model. It is therefore unlikely that we would wish to actively increase the provision of SWL services and matter starts will be carefully managed with the aim of remaining within the level of current spend.

6. Current Supply September 08 – August 09

Category	No. of Providers	NMS opened	Certificates issued
Family (Public)	23	3,464	1,306
Family (Private)	24		929
Debt	4	949	0
Housing	4	770	*103
Welfare Benefits	4	1,431	0
Employment	0	17	0
Community Care	1	101	0

* Includes certificates delivered outside the PA by way of outreach.

		Current SWL Services						Current Family Services	
	Total Providers	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 only	Providers delivering 5+Public law certs	Providers delivering private law only
Solicitor	24	0	0	1	0	4	2	18	1
NFP	5	0	0	0	1	4	0	0	0