

Procurement Plan for North Nottinghamshire

Procurement Summary

1. Family Services

We intend to invite bids for approximately **3,230** new matter starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of North Nottinghamshire.

The area currently has a good level of service across the PA in the Family category and we anticipate that there may be competition to deliver work in this PA. To ensure a good level of service provision for clients across the full range of family work we will invite providers to bid under **Service Specification A**.

- Providers will be required to tender for and deliver the full range of private **and** public family law.
- Providers will need to have a permanent presence in the PA and in each access point where they are tendering to deliver services.
- Providers will be required to tender for and undertake a minimum of **75** Legal Help cases per year and for public law children cases 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. 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 **100** 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 schedule year.

3. Social Welfare Law Services

We intend to invite tenders for approximately **2,860** new matter starts (NMS) across the core Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits advice and **110** NMS in Community Care and **100** NMS in Employment. To ensure we have a good level of 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.
- Providers delivering Debt, Housing and Welfare Benefits will need to have a permanent presence in the Procurement area but may have a permanent or part time presence in the access point(s) tendered for
- 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 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 criteria.

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
North Nottinghamshire	1,320	460	1,080

4. Access

There are some potential access issues within North Nottinghamshire as the area has a number of geographically distant market towns and a relatively large rural population.

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

Family providers will need to have a permanent presence in the procurement area and in each access point where they are tendering to deliver services.

Providers delivering Debt, Housing and Welfare Benefits, providers will need to have a permanent presence in the Procurement area but may have a permanent or part time presence in the access point(s) tendered for.

Access Point	NMS allocated for Family	NMS allocated for Debt	NMS allocated for Housing	NMS allocated for Welfare Benefits
Ashfield and Mansfield	1610	660	200	540
Bassetlaw	810	330	130	270
Newark and Sherwood	810	330	130	270

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 (private)	35	3,587	822
Family (public)	25		586
Debt	4	1,431	7
Housing	2	298	61
Welfare Benefits	3	1,014	0

Employment	1	82	1
Community Care	0	110	0

		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	Providers delivering 5+Public law certs	Providers delivering family private only
Solicitor	35	0	0	0	1	2	2	19	10
NFP	4	0	0	0	2	2	0	0	0