

Procurement Plan for City of Plymouth

Procurement Summary

1. Family Services

We intend to invite bids for approximately **1,980** New Matter Starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of City of Plymouth.

The level of access to Family advice in the Plymouth PA is good and we anticipate there will be competition to deliver services in this PA. We wish to maintain client access to the level of services they have historically been able to receive and will therefore advertise these tenders as **Service Specification A**.

- Providers will be required to tender for and deliver both the full range of private Family work **and** public law children work.
- Providers will need to have a permanent presence in the PA.
- Providers will be required to tender for and undertake a minimum of **100** Legal Help cases per year and at least **5** public law certificates each 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.

There has previously been some demand for this combination of services and we therefore intend to invite bids for **100** Housing NMS made available across the PA for providers wishing to deliver Family and Housing services together.

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

3. Social Welfare Law Services

We intend to place tenders for approximately **1,720** NMS across the Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits advice, **100** in Community Care and **100** in Employment. Given the urban make up of

this PA with corresponding good public transport links and in order to maintain the good level of client access to services, we will advertise these tenders as **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 tender to deliver Housing, Debt and Welfare Benefits either as a single legal entity or as part of a consortium.
- Providers delivering Housing, Debt and Welfare Benefits will need to have a permanent presence in the PA.
- Providers delivering Housing, Debt and Welfare Benefits will be required to undertake a minimum of **100 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 A** we will require providers to employ an authorised litigator in order to conduct Housing and / or Community Care services.

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
City of Plymouth	440	850	430

4. Access

We do not consider there to be potential access issues within Plymouth as the area is geographically small and good public transport links are available across the whole of the PA. Therefore no criteria will be used to select providers on the basis of their location within the area and providers will only be required to have an office within the PA.

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)	12	2,202	406
Family (private)	16		573
Debt	3	411	4
Housing	4	1,004	44
Welfare Benefits	1	279	0
Employment	0	21	0
Community Care	1	55	10

	Total Providers	Current SWL Services						Current Family Services	
		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	17	0	0	0	2	0	0	8	4
NFP	3	0	0	0	2	1	0	0	0