

Procurement Plan for South East Wales

Procurement Summary

1. Family Services

We intend to invite bids for approximately **4,100** new matter starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of South East Wales.

Access to Family services in this PA is currently centred in the South and West of the PA (City of Newport, Rhymney Valley, and Torfaen). However, in the more rural parts of the PA, particularly Blaenau Gwent and Monmouthshire, the legal services market is less well developed and we wish to ensure access in these locations.

We recognise that it may take some time for providers to develop services in the rural areas and have therefore decided to advertise these tenders as **Service Specification B**.

- Providers will be able to bid 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 and a presence in the access point tendered for as specified.
- Where providers wish to undertake private family work they will be required to tender for and undertake a minimum of **50** Legal Help cases per year.
- Those wishing to undertake public law children cases must commit to undertake at least **5** public law certificated cases per year.

2. Family and Housing (Combined Service)

We will set aside a small proportion of available NMS in Housing for providers wishing to deliver a combined Housing and Family service.

We have seen a high level of demand for this combination of services within the PA. We will therefore set aside make **300** NMS in Housing available for providers wishing to deliver a combined Housing and 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** NMS in Housing.

3. Social Welfare Law Services

We intend to invite tenders for approximately **4,090** NMS across the Social Welfare Law (SWL) categories of Housing, Welfare Benefits and Debt, **100** NMS in Community Care and **270** NMS in Employment.

As with Family, access to SWL services is currently centred in the South and West of the PA (City of Newport, Rhymney Valley, and Torfaen) and has been more difficult to place in the rural parts of Blaenau Gwent and Monmouthshire. In recognition of the less developed market place in the rural parts of the PA, we will invite providers to bid under **Service Specification B**.

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 Housing, Debt and Welfare Benefits will need to have a permanent presence in the PA and a presence in the access point tendered for as specified.
- 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 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. 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
South East Wales	1,750	1,120	1,220

4. Access

South East Wales covers a large geographic area with a combination of a city, several separate valleys, smaller towns and rural areas. We are concerned that if we organise bids around the whole of the PA we will not ensure adequate access across the whole area. We have therefore identified access points within the PA where we would want to secure services. 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, with the exception on Blaenau Gwent where we will accept bids from organisations with a permanent presence anywhere in the PA and at least a part time presence in that access point.

Access Points	NMS allocated for Family	NMS allocated for Debt	NMS allocated for Housing	NMS allocated for Welfare Benefits	Presence required
Blaenau Gwent	590	230	120	160	May be delivered by part time presence for Providers with Permanent presence in the PA.
Caerphilly	1,630	450	290	310	Permanent
Newport	990	670	500	470	Permanent
Torfaen and Monmouthshire	890	400	210	280	Permanent

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 Legal Help 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)	34	4,566	1,104
Family (private)	37		1,066
Debt	6	1,798	4
Housing	6	1,463	35
Welfare Benefits	4	1,247	0
Employment	1	278	0
Community Care	0	2	0

* Includes Housing NMS delivered in the PA by way of outreach.

	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 only	Providers delivering 5+Public law certs	Providers delivering Private Family Law only
Solicitor	37	0	0	1	2	2	2	26	3
NFP	3	0	0	2	1	0	0	0	0