

Procurement Plan for South West Wales

Procurement Summary

1. Family Services

We intend to invite bids for approximately **2,130** new matter starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of South West Wales.

The area currently has a good level of service in the Family category and we would anticipate competition for the available work. However, due to its semi rural nature, there are parts of the area where providers will be unlikely to undertake a large volume of work.

We will therefore invite providers to bid under **Service Specification B** which will allow providers 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 in the access point(s) tendered for.
- 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.

There has not historically been demand in this PA for a combined Housing and Family service so we will set aside **100** NMS in Housing for providers wishing to deliver this combination.

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 **1,930** NMS across the Social Welfare Law (SWL) categories of Housing Welfare Benefits and Debt, **100** in Community Care and **100** in Employment.

SWL services have previously been harder to place than Family services and those services that are available in the PA are mainly focused in

Carmarthenshire. In Housing, access to advice has historically been delivered by way of outreach from outside the PA.

We recognise that it may take time to develop services in the PA and therefore 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 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 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.

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
South West Wales	640	820	470

4. Access

South West Wales covers a large geographic area, which is mainly rural. 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 the following 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.

Access Points	NMS allocated for Family	NMS allocated for Debt	NMS allocated for Housing	NMS allocated for Welfare Benefits
Carmarthenshire	1,270	380	490	280
Pembrokeshire	860	260	330	190

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 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 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 (Public)	17	2,373	238
Family (Private)	20		529
Debt	5	640	0
Housing	2	* 914	14
Welfare Benefits	3	331	0
Employment	2	77	0
Community Care	2	11	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	21	1	1	0	0	3	0	12	3
NFP	1	0	0	0	1	0	0	0	0