

## Procurement Plan for Solihull

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### Procurement Summary

#### 1. Family Services

We intend to invite bids for **570** new matter starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of Solihull.

We have historically experienced some difficulty in securing Family services in this area and clients currently have limited access services. We wish to encourage further development of public and private family law services for clients in this PA. We recognise that the market may take time to develop to deliver the full range of Family services and will therefore invite providers to bid under **Service Specification B**

- Providers will be able to tender 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 procurement area.
- Where providers wish to undertake private Family work they must undertake a **minimum of 50** Legal Help cases per year.
- Where providers wish to undertake public law children work they must commit to undertake at least **5** certificated cases per year.

#### 2. Family & Housing (Combined Service)

We will set aside a 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 service combination within the procurement area and we intend to invite tenders for **200** NMS in Housing available for providers wishing to deliver a combined Housing and Family service.

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 per schedule year.

#### 3. Social Welfare Law Services

We intend to invite tenders for **670** NMS across the Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits advice, **100** NMS in Community Care and **100** NMS in Employment.

Clients currently have a limited level of access to SWL services across the PA and we would wish to see this increase. We recognise that it may take time to develop services in the PA and therefore invite providers to bid under **Service Specification B**.

Housing, Debt and Welfare Benefits 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 Housing, Debt and Welfare Benefits will need to have a permanent presence in the PA.
- Providers delivering Housing, Debt and Welfare Benefits are required to undertake a **minimum of 50 NMS** in each category per schedule year.
- Providers delivering Employment will be required to undertake a **minimum of 30 NMS** per schedule year.
- Providers delivering Community Care will be required to undertake a **minimum of 20 NMS** per schedule year.
- As SWL tenders are invited under **Service Specification B**, we will **not** require providers to employ an authorised litigator in order to conduct Housing and/or Community Care.

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 may mean giving preference to those with an employed authorised litigator. We will 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
Solihull	240	150	280

#### 4. Access

There are no potential access issues within Solihull as the area is geographically small and good public transport links are available across the whole of the Birmingham. Therefore, no criteria will be used to select providers on the basis of their location within the area. Providers will only be required to have a permanent presence within the procurement area.

## 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 to enable an increase in access to services which moves closer to that suggested by the Model

## 6. Current Supply (September 2008 to August 2009)

Category	No. of Providers	NMS opened	Certificates issued
Family (public)	3	521	189
Family (private)	4		123
Debt	1	213	2
Housing	2	205	69
Welfare Benefits	1	283	0
Employment	1	108	0
Community Care	0	0	0

	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
<b>Solicitor</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>2</b>
<b>NFP</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>