

Procurement Plan for Warwickshire

Procurement Summary

1. Family Services

We intend to invite bids for **1,710** new matter starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of Warwickshire.

Clients currently have access to the full range of Family services in the PA of Warwickshire, although supply is concentrated in Nuneaton & Bedworth. We wish to ensure access to family services in towns across the PA. We recognise that the market outside these Nuneaton & Bedworth may take time to develop to offer clients the full range of family services and that there may be lower numbers of eligible clients in some of the more rural parts of the PA. Therefore, we will invite bids 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 **and** a presence in the access point(s) tendered for as specified.
- 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 Family & Housing service.

There has previously been some demand for this service combination within the PA and we intend to invite bids 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 bids for **1,720** NMS across the Social Welfare Law (SWL) categories of Housing, Debt and Welfare Benefits, **100** NMS in Community Care and **200** NMS in Employment.

Currently clients can access SWL services in this PA although outside Nuneaton & Bedworth, access is more limited. Whilst we would wish to see access to improve in the longer term, we do not consider that the conditions currently exist to support the higher level of service specification. Therefore, we will invite bids for services 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 procurement area **and** a presence in the access point(s) 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.
- 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 criterion.

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 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
Warwickshire	920	380	420

4. Access

There are potential access issues within the Warwickshire procurement area. It is a large, predominantly rural area with a number of small towns without easy transport links. Public transport between some of the areas is limited and we wish to ensure that access to services is not compromised. We have therefore divided the NMS available across the PA to reflect these issues.

We will advertise the available NMS by the two specific access points of Warwickshire North and Warwickshire South (detailed below) and will use criteria that require providers to deliver services in at least one of these areas through a permanent presence.

- **Warwickshire North** – covering the local authority areas of North Warwickshire, Nuneaton & Bedworth, Rugby.
- **Warwickshire South** – covering the local authority areas of Warwick District and Stratford upon Avon.

Access Points	NMS allocated for Family	NMS allocated for Debt	NMS allocated for Housing	NMS allocated for Welfare Benefits	Presence required
Warwickshire North	1030	590	140	270	Permanent
Warwickshire South	680	330	240	150	Permanent

5. Budget

Current spend in this area is lower than that which we would expect to spend in Family 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

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)	18	1553	654
Family (private)	21		600
Debt	3	925	1
Housing	3	575	45
Welfare Benefits	1	223	0
Employment	1	204	0
Community Care	0	5	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
Solicitor	21	0	0	0	0	1	1	10	3
NFP	4	0	0	1	1	2	0	0	0