

Procurement Plan for West Sussex

Procurement Summary

1. Family Services

We intend to invite bids for **1,910** new matter starts (NMS) for the provision of face-to-face Family advice within the procurement area (PA) of West Sussex. Some family work will be carried out as part of the contract for the Community Legal Advice service, and this work has been taken into account in setting the number of NMS which will be made available.

West Sussex is a large area with demand for services in a large number of small to medium sized towns. The area is currently underspent and we would like to develop services in more towns across the procurement area. To encourage the development of new services we will advertise these tenders as **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 PA.
- Where providers wish to undertake private family work they must tender for and undertake a minimum of **75** Legal Help cases per year.
- Those wishing to undertake only public law children cases must commit to undertake at least **5** certificated cases per year.

2. Social Welfare Law Services

We do not intend to tender for Social Welfare Law (SWL) services or Housing & Family services in the West Sussex as part of this bid round. All contracted SWL Services in the area and a small proportion of the PA's Family advice will be provided through West Sussex Community Legal Advice Network (CLAN). Following a separate tender process, the Network will begin delivering services from April 2010 under a three-year contract, funded jointly by the LSC and the West Sussex Councils.

3. Access

While West Sussex is a large geographical area there are good public transport links across 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 a permanent presence within the procurement area.

4. 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 from that which is currently being delivered to enable an increase in access to services which moves closer to that suggested by the Model.

5. Current Supply (September 08 – August 09)

Category	No. of Providers	NMS opened	Certificates issued
Family (public)	16	2,307	784
Family (private)	20		716

		Current Family Services: number of providers delivering public/private	
		5+Public law certificates	Family private only
Solicitor	21	14	4