



Legal Aid
Agency

URGENT: Crime Contracts 2017 Number of Duty Solicitors and Verification Update

23 December 2016

This message is to update all organisations participating in the procurement process for a 2017 Standard Crime Contract on the verification of tenders.

Number of Duty Solicitors

In some cases the eTendering system covering message and guidance note incorrectly states the maximum number of Duty Solicitors an organisation may submit CRM12 details for.

For the avoidance of doubt, organisations will be able to submit details for the following number of Duty Solicitors:

- i. the number of Duty Solicitors they confirm as part of their Tender, where they have been subject to the expansion risk assessment; or
- ii. where they currently have 7 or more Duty Solicitors an increase of less than 50% of the number of Duty Solicitors that they currently have, where they are not subject to the expansion risk assessment; or
- iii. 9 Duty Solicitors for all Applicants who do not fall within either i. or ii. above.

We will be issuing an amendment notice to cover this point shortly.

Completed CRM12s must be returned via CRM12@legalaid.gsi.gov.uk by 23.59 on 13 January 2017. This message has been sent through the eTendering message board.

Current verification position

We will continue to work with those organisations who have provided verification information for the initial stage of verification before 12 December deadline. However, organisations are reminded of their responsibility to submit completed CRM12's by 23.59 on 13th January. Only CRM12's received by this deadline will be included on the April rota.

CRM12s

The CRM12 is bespoke to each organisation and details the office(s) that have passed the initial stage of verification.

Organisations who receive a CRM12 must provide the details of all duty solicitors they wish to nominate for inclusion on relevant duty schemes from 1 April 2017.

Where an organisation has specified the number of duty solicitors they intend to use in the first two rota periods and includes more duty solicitors on their completed CRM12 than they are entitled to, the LAA will not take into account the additional number when allocating duty slots on the rota.

We have been made aware that a number of CRM12's show a pre-populated London court-duty solicitor scheme for providers who bid outside London. This can be ignored and it will not affect the rotas you applied for.

Completed CRM12s should be sent to CRM12@legalaid.gsi.gov.uk by 23.59 on 13 January 2017.

For those CRM12s received by noon on Monday 9th January 2017, the LAA will perform the following checks and will contact organisations if there is any missing information:

- that duty solicitor information is complete
- that organisations' duty solicitor volumes do not exceed those specified in their tender

Unfortunately the LAA will not be able to perform checks on CRM12s received after the 9th January and organisations should note that non-compliant information submitted after this time may result in their application being delayed or rejected.

Any questions about the process should be sent via the Bravo eTendering system message boards.

Verification requirements reminder

The deadline (12 December 2016) has now passed for the submission of initial verification information to enable organisations to join the 1 April to 30 June 2017 Duty Rotas. The deadline is 28 February 2017 for all other verification information. This is also the deadline for organisations not wishing to join rotas and for those wishing to join rotas from 1 July 2017 only.

Christmas and New Year cover

The Central Commissioning team will be working over the Christmas and New Year period, but at reduced capacity. We will therefore not be able to respond to messages as quickly as usual.