



28 March 2018 – Update on further tender opportunities for 2018 contract work

On 28 February 2018 we published an update on the procurement process for 2018 civil legal aid contracts. This document provides further information about the tender opportunities that will open shortly to award additional:

- Face to face advice contracts;
- Housing Possession Court Duty Scheme (“**HPCDS**”) contracts; and
- Civil Legal Advice (“**CLA**”) specialist telephone advice contracts.

Face to face services

On 28 February we confirmed that as a result of the procurement process, there had been a good level of demand for face to face advice contracts. We also confirmed there were a small number of areas where the LAA wished to secure greater provision.

We expect these tenders for additional face to face contract work to begin in late April 2018.

We will be seeking additional services in the following areas only:

- a) **7 family procurement areas** where fewer than five compliant bids were received;
- b) **39 housing and debt procurement areas** where one or fewer compliant bids were received; and
- c) **6 immigration and asylum access points** where one or fewer compliant bids were received.

Annex A lists the procurement areas / access points in which we will be advertising additional face to face advice services.

Any organisation who can meet the minimum contract requirements will be able to tender to deliver the advertised contract work under a 2018 Standard Civil Contract. This includes organisations that have already tendered for a 2018 Standard Civil Contract who wish to open additional offices in the advertised procurement areas /access points and organisations who have not previously tendered.

The LAA anticipates contracts will commence from 1 September 2018, together with organisations that successfully tendered to deliver face to face advice as part of the main 2018 contract procurement process.

Further information about this procurement process will be published on the Civil 2018 contracts page on the Gov.UK web page (<https://www.gov.uk/government/publications/civil-2018-contracts-tender>) when the invitation to tender opens.

HPCDS services

In our 28 February update, we confirmed that in 43 of the 44 HPCDS scheme areas we had received compliant tenders.

In the **Cornwall scheme area** we received insufficient compliant tenders.

Today we have opened an expression interest process, inviting responses from organisations who could deliver services at one or both of the following courts in the Cornwall scheme area from 1 October 2018, namely:

- Bodmin County Court and Family Court; and/or
- Truro County Court and Family Court.

Where organisations cannot fully meet the requirements of the HPCDS we are interested to receive variant proposals detailing how organisations could deliver the service.

Interested organisations do not need to be current LAA contract holders, but they must hold a 2018 Standard Civil Contract to deliver face to face advice in the housing and debt categories of law from 1 September 2018, awarded through either:

- the main 2018 contracts procurement process; or
- the supplemental procurement process referred to above which will open shortly.

Further details on this expression of interest process are available on the Civil 2018 contracts page on the Gov.UK web page (<https://www.gov.uk/government/publications/civil-2018-contracts-tender>).

The deadline to submit expressions of interest is **5pm on Friday 13 April**.

CLA education and discrimination services

On 5 February we announced the cancellation of the procurement process for new CLA education and discrimination services.

Education

We have subsequently engaged in discussions with current CLA education contract holders and intend to extend CLA education contracts with two current providers.

Further information about the extension to education contracts can be found on the Civil 2018 contracts page on the Gov.UK web page (<https://www.gov.uk/government/publications/civil-2018-contracts-tender>).

As services will continue beyond 1 September 2018, we will be conducting no further procurement activity in this category.

Discrimination

We will shortly be beginning a further procurement process to award new CLA contracts in the discrimination category of law. We expect the procurement process to open in mid/late April and services under new contracts to commence on 1 September 2018.

We will be undertaking pre-procurement market engagement to give further information about:

- the service;
- the contractual requirements; and
- the procurement process.

Organisations interested in attending this market engagement session can contact us by email at civil.contracts@justice.gov.uk to pre-register for this event.

What is CLA?

The CLA service operates as part of the telephone Gateway for individuals seeking civil legal advice in specified categories of law, including discrimination.

Individuals seeking legal aid support in certain Gateway categories, including discrimination must use CLA in the first instance, and they are not permitted to contact face to face advice providers directly. Prospective clients receive an initial assessment from the central CLA operator service (which is not being procured through this process) and where clients are initially assessed as eligible are transferred to a CLA specialist telephone advice provider.

Most CLA advice is delivered by telephone but in some instances face to face advice may be provided, for example where a client is under 18 or is in detention.

Providers may conduct Controlled Work (also known as 'Legal Help') without seeking authority from the LAA. In general terms, Controlled Work does not usually involve court representation. That is either because representation is not required or because it is work provided prior to proceedings becoming necessary.

What is within the scope of the discrimination category?

Organisations awarded a contract as a result of the supplemental CLA procurement process will be able to conduct work within the scope of the discrimination category of law. Further information on the scope of this category of law can be found within the 'category definitions' published at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/645398/2018-standard-civil-contract-category-definitions.pdf

**Central Commissioning
Legal Aid Agency**

ANNEX A: Procurement areas and access points in which the LAA will invite tenders to place additional face to face advice services

Family procurement areas

Region	Procurement area	Local authorities included in the procurement area
Birmingham	Dudley	Dudley Metropolitan Borough Council
	Solihull	Solihull Metropolitan Borough Council
Bristol	Dorset	Dorset County Council
South Tyneside	Gateshead	Gateshead Council
	Hartlepool	Hartlepool Borough Council
Liverpool	Knowsley	Knowsley Metropolitan Borough Council
Manchester	Tameside	Tameside Metropolitan Borough Council

Housing and debt procurement areas

Region	Housing and debt procurement area	Local authorities included in the procurement area
Birmingham	Dudley	Dudley Metropolitan Borough Council
	Herefordshire & Worcestershire	Herefordshire Council Worcestershire County Council
	Shropshire	Shropshire Council Telford & Wrekin Council
	Solihull	Solihull Metropolitan Borough Council
	Staffordshire	Staffordshire County Council
	Warwickshire	Warwickshire County Council
	City of Wolverhampton	Wolverhampton City Council
Cambridge	North Hertfordshire	East Hertfordshire District Council North Hertfordshire District Council Stevenage Borough Council Welwyn Hatfield Borough Council
	Suffolk	Suffolk County Council
Nottingham	City of Derby	Derby City Council
	North Derbyshire	Bolsover District Council Chesterfield Borough Council Derbyshire Dales District Council High Peak Borough Council North East Derbyshire District Council
	North Nottinghamshire	Ashfield District Council Bassetlaw District Council Mansfield District Council Newark and Sherwood District Council
	South Derbyshire	Amber Valley Borough Council Erewash Borough Council South Derbyshire District Council
Bristol	City of Plymouth	Plymouth City Council
	Cornwall	Cornwall County Council
	Devon	Devon County Council Torbay Council
	Dorset	Dorset County Council
Leeds	Barnsley	Barnsley Metropolitan Borough Council
	City of Kingston upon Hull	Hull City Council
	Doncaster	Doncaster Metropolitan Borough Council
	East Riding of Yorkshire	East Riding of Yorkshire Council
	Rotherham	Rotherham Metropolitan Borough Council
Newcastle	Hartlepool	Hartlepool Borough Council

	Northumberland	Northumberland County Council
	Redcar and Cleveland	Redcar & Cleveland Council
	South Tyneside	South Tyneside Council
	Stockton-on-Tees	Stockton Council
Liverpool	Knowsley	Knowsley Metropolitan Borough Council
	St. Helens	St Helens Metropolitan Borough Council
Manchester	Bury	Bury Metropolitan Borough Council
	Tameside	Tameside Metropolitan Borough Council
	East Lancashire	Blackburn with Darwen Council Burnley Borough Council Hyndburn Borough Council Pendle Borough Council Ribble Valley Borough Council Rossendale Borough Council
	Warrington & Halton	Halton Borough Council Warrington Borough Council
	Wigan	Wigan Metropolitan Borough Council
	London	Bexley
Reading	Oxfordshire	Oxfordshire County Council
	Portsmouth & Isle of Wight	Isle of Wight Council Portsmouth City Council
Brighton	The City of Brighton and Hove	Brighton and Hove City Council
	West Sussex	West Sussex County Council

Immigration and Asylum Access Points

Region	Procurement area	Access point	Local authorities included in the access point
London and South East England	London and South East England	Hampshire, Southampton, Portsmouth & Isle of Wight	Hampshire County Council Isle of Wight Council Portsmouth City Council Southampton City Council
North East, Yorkshire and the Humber	North East, Yorkshire and the Humber	City of Kingston upon Hull	Hull City Council
North West England	North West England	East & West Lancashire	Blackburn with Darwen Council Blackpool Council Burnley Borough Council Chorley Borough Council Fylde Borough Council Hyndburn Borough Council Lancaster City Council Pendle Borough Council Preston City Council Ribble Valley Borough Council Rossendale Borough Council South Ribble Borough Council West Lancashire Borough Council Wyre Council
South West England	South West England	Swindon	Swindon Borough Council
		City of Plymouth and Devon	Devon County Council Plymouth City Council Torbay Council
Cardiff	Wales	North East Wales	Denbighshire County Council Flintshire County Council Wrexham County Borough Council