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Planning

LS1721 Legal Services Framework

Wiltshire Council

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-007553

Procurement identifier (OCID): ocds-h6vhtk-03b316

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Section I: Contracting authority

I.1) Name and addresses

Wiltshire Council

County Hall

Trowbridge

BA14 8JN

Contact

Mrs Julia Simpkins

Email

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Country

United Kingdom

Region code

UKK15 - Wiltshire CC

Internet address(es)

Main address

<http://www.wiltshire.gov.uk/>

Buyer's address

<http://www.wiltshire.gov.uk/>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

www.supplyingthesouthwest.org.uk

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

LS1721 Legal Services Framework

II.1.2) Main CPV code

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

II.1.3) Type of contract

Services

II.1.4) Short description

The Council is establishing a Legal Services Framework where approved Suppliers will be able to compete for specific requirements notified by the Council as and when requirements are identified.

Tenders for inclusion on the framework are invited by the Council from Service Providers with relevant experience and ability to provide the Council with Legal Services, including, but not limited to, the following:

Lot 1 Planning

Lot 2 Property

Lot 3 Employment

Lot 4 Commercial

Lot 5 Civil and Criminal Litigation

Lot 6 Adult Services

Lot 7 General Local Government Matters

This framework is anticipated to commence in August 2023 and will expire 4 years after the commencement date.

There are no guarantees of work or spend and any resulting contract is not exclusive.

Award of the works under the Framework Lots can be by either further competition or direct award.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKK15 - Wiltshire CC

II.2.4) Description of the procurement

Wiltshire Council are inviting tenders from number of firms of solicitors, in-house legal teams or other organisations (“Suppliers”) that will be able and willing to supply external legal services in a local government context on behalf of the Council to support the Council’s existing in-house legal team in order to meet their needs. This may include any work that the Council’s in-house legal team would usually carry out and Suppliers may be required to assist the Council’s in-house legal team with their cases or have conduct of cases.

Being selected as a party to the Framework Agreement does not guarantee the award of any individual contracts under the Agreement or any other business with the Council. The number of Suppliers that will be requested to become party to the Framework Agreement will be capped at 5 per Lot.

The fact that particular Suppliers have previously provided legal services to the Council will, of itself, neither be an advantage nor a disadvantage in the current tender process.

Suppliers may be required to provide advice and/or representation (as appropriate) in respect of all Lots. The Council requires expertise at all levels and Suppliers will be expected to offer a range of expertise to provide support at the required level.

The list of lots of lots is set out below. The type of work listed under each lot heading is intended to be indicative and non-exhaustive.

Lots

Suppliers are invited to submit a tender in respect of one or more of the following Lots:

Lot 1: Planning

(i) General Advice;

(ii) Section 106 Agreements;

(iii) Other planning casework (e.g. Enforcement, certificates of lawful use, revocations of permission);

(iv) Planning Inquiries and appeals;

(v) Advice and representation at Planning Committees;

(vi) CPOs

Lot 2: Property

- (i) General advice;
- (ii) Sales;
- (iii) Rights to buy;
- (iv) Purchases;
- (v) Leases;
- (vi) Shared ownership leases;
- (vii) Miscellaneous transactions (e.g. licences, easements, agreements, encroachments, adverse possession);
- (viii) CPOs.

Lot 3: Employment

- (i) General advice;
- (ii) Preparation of case;
- (iii) Conduct of hearing/trial.

Lot 4: Commercial

- (i) General advice;
- (ii) Agreements;
- (iii) Public Procurement;
- (iv) Subsidy Control;
- (v) Corporate Structures;
- (vi) Construction;
- (vii) Academies here;
- (viii) PFI.

Lot 5: Civil and Criminal Litigation

- (i) General advice;
- (ii) Preparation of case;
- (iii) Conduct of hearing/trial;
- (iv) Housing possessions;
- (v) Debt collection;
- (vi) Licensing appeals;
- (vii) Parking enforcement;
- (viii) Prosecutions to include, but not limited to; benefit, trading standards, education, libraries.

Lot 6: Adult Services

- (i) General Advice;
- (ii) Conduct of hearings.

Lot 7: Childcare Services

- (i) General advice;
- (ii) Appeals;
- (iii) Child protection;
- (iv) Case preparation;
- (v) Conduct of hearings.

Lot 8: General Local Government Matters

- (i) General advice;
- (ii) Highways;
- (iii) Housing;

(iv) Attending Committees;

(v) Byelaws;

(vi) Information law;

(vii) Data protection; and

(viii) Education/Schools.

Lot 9: Monitoring Officer Support

(i) General advice;

(ii) Conduct of investigations; and

(iii) Attendance at Committee and/or hearings.

(The descriptions within each Lot are indicative and any other legal specialisms which may be required are to be regarded as being incorporated into the most appropriate Lot.)

Additional Requirements in respect of all Lots

Availability

Suppliers will be required to demonstrate sufficient capacity to provide advice and/or representation including at short notice if required and to provide continuity for extended matters

II.3) Estimated date of publication of contract notice

24 April 2023

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes