



Legal Aid  
Agency

# **Procurement of HPCDS Services in England and Wales from 1 October 2018**

## **Scheme Area Guide:**

Housing Possession Court Duty Scheme Area: Bedfordshire,  
Cambridgeshire, North Hertfordshire and South Hertfordshire

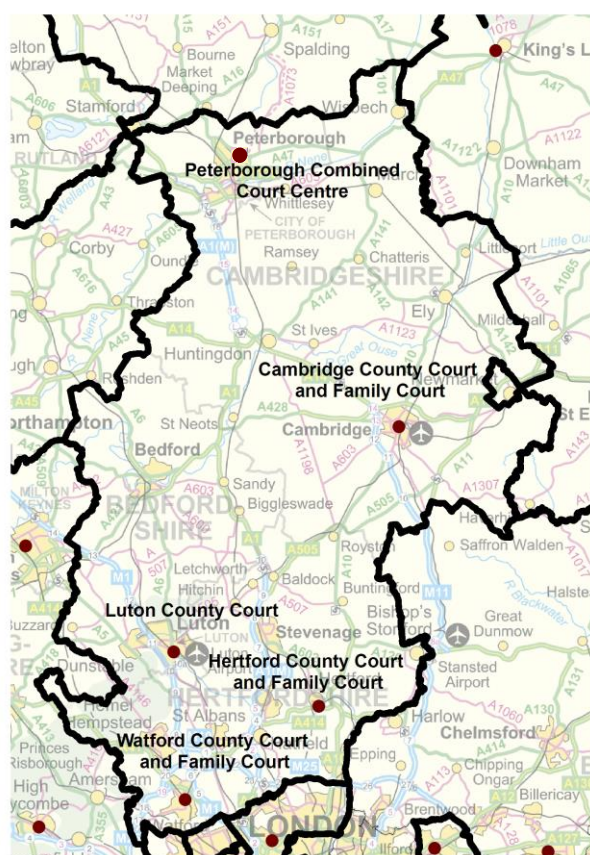
## Housing Possession Court Duty Scheme Area: Bedfordshire, Cambridgeshire, North Hertfordshire and South Hertfordshire

### Introduction

1. This guide is designed to provide information on the HPCDS Scheme Area of Bedfordshire, Cambridgeshire, North Hertfordshire and South Hertfordshire for HPCDS work from October 2018. It provides information on the area and Court locations covered.

### About the court locations in this Scheme Area

2. The Court locations to be served in this Scheme Area are Cambridge County Court and Family Court, Hertford County Court and Family Court, Luton County Court and Family Court, Peterborough Combined Court Centre and Watford County Court and Family Court.



Local Authority	Population <sup>1</sup>
Central Bedfordshire	274,022
Luton	214,710
Peterborough	193,980
Huntingdonshire	174,966
Bedford	166,252
South Cambridgeshire	154,888
Dacorum	151,350
St Albans	145,797
East Hertfordshire	144,719
North Hertfordshire	131,696
Cambridge	130,907
Welwyn Hatfield	119,016
Hertsmere	102,998
Fenland	99,171
Watford	96,403
Broxbourne	96,217
Three Rivers	91,674
East Cambridgeshire	87,306
Stevenage	86,469
<b>Total</b>	<b>2,662,541</b>

Main Centres of Population (30k+) <sup>2</sup>			
Bedford	Cambridge	Cheshunt	Dunstable
Hemel Hempstead	Kempston	Leighton Buzzard	Luton
Peterborough	St Albans	Stevenage	Watford
Welwyn Garden City			

<sup>1</sup> ONS Mid-Year Ward Level Statistics 2015 – released 26 October 2016. (Refreshed Annually)  
<https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/wardlevelmidyearpopulationestimatesexperimental>

<sup>2</sup> 2011 Population: All Usual Residents". Neighbourhood Statistics. Office for National Statistics. 2011-03-27. Retrieved 2017-02-12.

### Alternative Hearing Venues

3. It is possible that some listings may be allocated by Courts in the Scheme Area to Alternative Hearing Venues (e.g. another non-court venue). The use of Alternative Hearing Venues may begin or change throughout the life of the Contract. It is expected that Alternative Hearing Venues will be located either within or close to the Scheme Area. At present, there are no known Alternative Hearing Venue in this Scheme Area.

### Independent Scheme Areas

4. This Scheme Area includes an Independent housing possession scheme for Bedford County Court and Family Court. This is currently funded by other sources and is not intended to be covered by this Tender.

<b>Court locations covered by this scheme</b>	<b>Address</b>	<b>Contact details and Opening times</b>	<b>Parking Information</b>
Cambridge County Court and Family Court Court location/tribunal no. 162	197 East Road Cambridge Cambridgeshire CB1 1BA	Enquiries: 0344 892 4000 Fax: 0870 761 7687  Court building open: Monday to Friday 8:30am to 6pm Court counter open: 10am to 2pm (by prior appointment only).	There are no parking facilities at this court
Hertford County Court and Family Court Court location/tribunal no. 221	Shire Hall Fore Street Hertford Hertfordshire SG14 1BY	Court building open: Monday to Friday 9am to 4pm Court counter open: By appointment only.	There are no parking facilities at this court
Luton County Court and Family Court Court location/tribunal no. 258	2nd Floor Cresta House Alma Street Luton Bedfordshire LU1 2PU	Court building open: Monday to Friday 9am to 4pm Court counter open: 10am to 2pm (by prior appointment only)	On-site parking is not available at this venue. Paid off-site parking is available within 500m of this venue. Blue badge parking is not available at this venue.
Peterborough Combined Court Centre Court location/tribunal no. 294	Crown Buildings Rivergate Peterborough Cambridgeshire PE1 1EJ	Court building open: Monday to Friday 8:30am to 5pm Court counter open: 10am to 2pm, by prior appointment only	Public parking can be found in the Key Theatre car park or Wirrina car park. There are also disabled parking facilities.
Watford County Court and Family Court Court location/tribunal no. 362	3rd Floor Cassiobury House 11-19 Station Road Watford Hertfordshire WD17 1EZ	Enquiries: 0300 123 5577 Fax: 0870 739 4015  Court building open: Monday to Friday 9am to 4pm Court counter open: 10am to 2pm (by prior appointment only).	Disabled access and parking facilities.

### Projected HPCDS Scheme volumes in the Scheme Area

5. The tables below indicate historical information surrounding the HPCDS Schemes in the Scheme Area.

**Bedfordshire, Cambridgeshire, North Hertfordshire and South Hertfordshire Scheme Area Key Facts <sup>3</sup>**

Number of courts in area	Five			Busiest days by Acts of Assistance				Cambridge	Monday (98%)	
								Hertford	Wednesday (100%)	
								Kings Lynn	Monday (91%)	
								Luton	Monday (67%)	
								Peterborough	Wednesday (46%)	
								Watford	Tuesday (70%)	
Most common day for sessions	Cambridge	Monday (97%)	Most common types of claimant				Cambridge	Social Landlord (62%)		
	Hertford	Wednesday (100%)					Hertford	Social Landlord (56%)		
	Kings Lynn	Monday (86%)					Kings Lynn	Mortgage (44%), Social Landlord (43%)		
	Luton	Monday (66%)					Luton	Social Landlord (40%)		
	Peterborough	Monday (43%)					Peterborough	Social Landlord (45%)		
	Watford	Tuesday (74%)					Watford	Social Landlord (47%)		
Most common time of listing	Cambridge	Morning (56%)	Most common type of hearing				Cambridge	Claims (43%)		
	Hertford	All Day (98%)					Hertford	Claims (46%)		
	Kings Lynn	Morning (99%)					Kings Lynn	Claims (39%)		
	Luton	Morning (67%)					Luton	Claims (40%)		
	Peterborough	Morning (94%)					Peterborough	Claims (39%)		
	Watford	Morning(91%)					Watford	Claims (43%)		
Number of Sessions				Fees paid						
Court	2014	2015	2016	Court	2014	2015	2016			
Cambridge	58	65	53	Cambridge	£10,589.40	£8,371.35	£10,017.00			
Hertford	12	12	12	Hertford	£8,013.60	£6,224.85	£6,511.05			
Kings Lynn	48	48	49	Kings Lynn	£8,943.75	£5,938.65	£5,509.35			
Luton	73	71	69	Luton	£8,729.10	£9,086.85	£7,584.30			
Peterborough	98	93	85	Peterborough	£16,098.75	£11,662.65	£11,519.55			
Watford	48	48	46	Watford	£17,315.10	£17,887.50	£16,313.40			
<b>Total</b>	<b>337</b>	<b>337</b>	<b>314</b>	<b>Total</b>	<b>£69,689.70</b>	<b>£59,171.85</b>	<b>£57,454.65</b>			
Acts of assistance by day of the week										
Court	Monday	%	Tuesday	%	Wednesday	%	Thursday	%	Friday	%
Cambridge	347	98%	5	1%	1	0%	0	0%	0	0%
Hertford	0	0%	0	0%	288	100%	0	0%	0	0%
Kings Lynn	215	91%	0	0%	0	0%	18	8%	4	2%
Luton	182	67%	55	20%	36	13%	0	0%	0	0%
Peterborough	90	19%	165	35%	221	46%	1	0%	0	0%
Watford	209	30%	491	70%	0	0%	0	0%	0	0%
<b>Total</b>	<b>1043</b>	<b>45%</b>	<b>716</b>	<b>31%</b>	<b>546</b>	<b>23%</b>	<b>19</b>	<b>1%</b>	<b>4</b>	<b>0%</b>

<sup>3</sup> Sessions, fees and acts of assistance data is drawn from the Legal Aid Agencies internal Management Information data. Listing information is taken from HMCTS court listing data.

Acts of Assistance				Distribution of session by day of the week							Length of session																				
Court	2014	2015	2016	Court	Monday	Tuesday	Wednesday	Thursday	Friday	All Day	Morning	Afternoon																			
Cambridge	136	87	130	Cambridge	97%	2%	1%	0%	0%	1%	56%	43%																			
Hertford	112	91	92	Hertford	0%	0%	100%	0%	0%	98%	0%	2%																			
Kings Lynn	120	64	53	Kings Lynn	86%	0%	0%	13%	1%	1%	99%	0%																			
Luton	96	105	72	Luton	66%	17%	17%	0%	0%	0%	67%	33%																			
Peterborough	205	137	135	Peterborough	43%	25%	32%	0%	0%	4%	94%	2%																			
Watford	238	248	230	Watford	26%	74%	0%	0%	0%	8%	91%	1%																			
<b>Total</b>	<b>907</b>	<b>732</b>	<b>712</b>	<b>Total</b>	<b>60%</b>	<b>21%</b>	<b>16%</b>	<b>2%</b>	<b>0%</b>	<b>6%</b>	<b>78%</b>	<b>16%</b>																			
Number of Nil Sessions				Listing Information																											
Court	2014	2015	2016	2014								2015								2016											
				Type of hearing					Type of claimant			Type of hearing					Type of claimant			Type of hearing					Type of claimant						
				A	B	C	D	E	1	2	3	4	A	B	C	D	E	1	2	3	4	A	B	C	D	E	1	2	3	4	
Cambridge	12	30	11	1116	355	215	544	559	380	382	164	1863	888	288	156	303	374	362	164	169	1314	824	304	139	318	314	318	151	164	1266	
Hertford	0	0	0	468	152	92	171	256	153	236	71	679	420	165	79	137	209	270	84	64	592	372	135	84	130	200	221	102	85	513	
Kings Lynn	5	19	24	757	390	132	241	393	174	525	192	1022	469	240	147	190	308	190	262	187	715	7	18	25	12	47	10	33	12	54	
Luton	27	23	34	2328	983	546	796	1314	1124	1352	700	2791	2255	969	571	546	1178	1399	664	691	2765	1821	885	604	458	1024	1662	506	696	1928	
Peterborough	21	27	26	2000	898	500	725	1160	830	1131	577	2745	1552	710	451	580	839	793	606	572	2161	1321	693	329	409	702	798	462	494	1700	
Watford	4	4	1	1676	687	411	444	964	1145	662	498	1877	1347	654	458	362	897	1286	325	487	1620	1246	573	399	291	724	1018	311	479	1425	
<b>Total</b>	<b>69</b>	<b>103</b>	<b>96</b>	<b>8345</b>	<b>3465</b>	<b>1896</b>	<b>2921</b>	<b>4646</b>	<b>3806</b>	<b>4288</b>	<b>2202</b>	<b>10977</b>	<b>6931</b>	<b>3026</b>	<b>1862</b>	<b>2118</b>	<b>3805</b>	<b>4300</b>	<b>2105</b>	<b>2170</b>	<b>9167</b>	<b>5591</b>	<b>2608</b>	<b>1580</b>	<b>1618</b>	<b>3011</b>	<b>4027</b>	<b>1565</b>	<b>1930</b>	<b>6886</b>	

1: Accelerated Landlord 2: Mortgage. 3: Private Landlord 4: Social Landlord: A: Claims B: Outright Orders C: Repossessions D: Suspended Orders E: Warrants

*Please note that some Housing Possession cases previously listed at King's Lynn County Court are now listed at Peterborough County Court and Norwich Combined Court. The data for King's Lynn is included for illustrative purposes and does not represent the actual volume or value of HPCDS work transferred to Peterborough.*

*All information relating to the volume and value of work included within the HPCDS Scheme Area Guides is based on information available to the LAA including information that has been reported by current Providers. This information should not be relied upon by prospective bidders. The LAA gives no guarantees or warranties regarding the accuracy of any information or regarding the actual volume or value of any HPCDS work during the contract period.*