



Northumberland  
County Council

# Home and Community Care for Children with Disabilities

Date 08/09/2022

[www.northumberland.gov.uk](http://www.northumberland.gov.uk)

# Welcome and Introductions

## **Lynn Bryden**

Senior Manager – Commissioning  
Lynn.bryden@northumberland.gov.uk

## **Ian Walker**

Senior Manager – Disabled Children  
ian.walker@northumberland.gov.uk

## **Leanne Stewart**

Senior Procurement Specialist  
[Leanne.stewart@northumberland.gov.uk](mailto:Leanne.stewart@northumberland.gov.uk)

## **Christine Hoggarth**

Commissioning and Relationship Development Officer  
Commissioning@northumberland.gov.uk

# Housekeeping

- We're recording the meeting so that it can be shared with colleagues who weren't able to attend via the portal.
- If you can, please leave your camera on. It's helpful to see who we're talking to.
- Microphones should be muted when not speaking in the session
- Please use the raise your hand function if you would like to come in at any point
- You can also use the chat function if you would like to make a point or raise a question
- Please also use this facility if you need to dip out or leave the meeting for any reason
- If we're not able to answer a question today, then we'll take it away and share the answers with everyone.

# Purpose of Today

---

Discuss our requirements with potential providers

---

To seek your view to help us to finalise the scope of our requirements.

---

Answer any queries you may have

---

Provide information on the procurement process and timescale

# Who Are We Looking to Support?

Children may be eligible for support if they:

- Have a physical or mental impairment, which has a substantial long term effect on their ability to carry out day to day activities; and
- Need some support to enable them to live in the family home and community

# How Do We Decide Who Is Eligible for Support?

## Needs Assessment

- The Care Plan is developed following a needs assessment by the Council and supporting professionals
- Delivery of services should be driven by the needs identified within the Care Plan

# How are We Looking to Provide This Support?

We want to identify providers that can support delivery of Care Plans by:

- Delivering support into the family home - includes building capacity by supporting families to develop strategies and skills with the management of the child's needs.
- Enabling children to access social and leisure opportunities - influenced by the child's interests and accessing universal services wherever possible. (NB we're not looking to commission Activity Schemes under this arrangement – its support for an individual child.)
- Understanding the difference between delivering services to children and adults - particularly within the home environment
- Helping meet need throughout Northumberland and improve choice
- Having the appropriate CQC and/or Ofsted registration

# Current Delivery Arrangements

Need is currently met via:

- Existing framework arrangements which are due to expire
- Spot purchases from providers to meet need where the framework arrangements are insufficient
- Direct payments



# Drivers for Change

---

Lessons learnt from operating existing framework

---

Improve the range and quality of support on offer

---

Ensure services are commissioned in the localities where young people live - sufficiency

---

Ensure regulatory obligations are adhered to

---

Compliance with procurement processes

---

# Challenges

- Families opting for Direct Payments as commissioned services not always available
- Lack of provision for young people who require support before and after school
- Difficulties in flexing the size and timings of packages, both in the number of hours and in terms of increased need during school holidays

# Proposed Model

- Invite providers to respond to a tender to create a Dynamic Purchasing System of "pre approved providers".
- Refer children assessed as having a need by the local authority – either by Direct Award or Call Off.
- Non exclusive - no guarantee of referrals as driven by assessed need

# What is a Dynamic Purchasing System?

- Similar to a Framework but is not closed to new Providers joining until the contract expires
- The tender process is the same if you join at the beginning or later on
- After the initial process to set up the DPS, new Providers can join at pre-approved points in time (or this can be permanently open)
- Gives the Council access to "pre-approved" Providers and opportunity for more capacity to be available if needed
- Allows newly established / new to the region Providers to join at a later date so is more flexible

# Indicative Future Delivery Model

The service is required to meet need across Northumberland and is likely to be structured as:



Stage One – creation of a DPS



Stage Two - minimum volume contract for a set number of providers accepted onto DPS

# Future Call Off Arrangement for Minimum Volume Contract

---

Likely to be arranged once DPS established

---

Open to those providers already accepted onto the DPS

---

Will look to establish a minimum volume contract ie purchase a set number of hours at a set price for a given time-period

---

Benefit to Children and Families – receive the service that they need

# Benefits

1

Benefit to provider  
– risk share in  
establishing within  
Northumberland

2

Benefit to Council –  
supports ability to  
meet need.

3

Benefit to Children  
and Families –  
receive the service  
that they need

# What is Required from the Provider

---

Must be CQC registered to deliver personal care

---

Able to offer a high standard of care and support leading to well evidenced outcomes

---

Offer a well co-ordinated service with trained staff operating on a key worker system

---

Service may be required 24 hours per day, 365 days per year including bank and public holidays.

---

Must be able to deliver hours flexibly, around school hours and accommodate changing needs

---

Tell us at the time of tender if you don't have full coverage of those hours



# Indicative Pricing Structure

	Hourly	2 Hours +	Sleep In	Waking Night
South and Central	£18.15	£17.56	£10.64	£17.56
North and West	£20.25	£19.46	£10.64	£19.46
Designated Rural	£30.58	£28.02	£10.64	£28.02

# Indicative Pricing Structure - Terms

---

Pricing to align to Adults Home Care contract where possible

---

Where transport for the young person is part of the care plan then mileage will be paid at prevailing rate.

---

The hourly rate payable will be inclusive of mileage for staff

---

Any activity costs must be covered by parents

# Quality Monitoring Process

In addition to monitoring of outcomes at an individual child level there is an annual Quality Monitoring visit by Commissioning Team to look at contractual areas e.g. safe recruitment, insurance.

Results in provision of a report/Action Plan.



# Managing Change

In cases where Services are currently being provided to any child/young person then these arrangements will not be varied except where the Council is satisfied and considers it appropriate to do so having regard to the interests of the child/young person.



# Why Do We Go Out To Tender?

## NCC Finance & Contract Rules

Contracts over £50,000 Tendering Process must be followed:

- To ensure openness, transparency & fairness in awarding public sector contracts
- To ensure Value for Money in spending public funds
- Provides assurance for the Council & parents that providers meet a stated set of standards

# Procurement Process

- Using the one stage competitive tender process to create a Dynamic Purchasing System - options to Direct Award and to conduct Mini Competitions depending on requirements
- Invitation to Tender – detailed contract specification & terms and conditions (evaluation of price and quality to contractual requirements)
- Ensure you have read all the questions and understand what information is required - If you do not understand a question using the messaging functionality on ProContract e-tendering system in advance of the deadline for supplier queries to allow sufficient time to respond
- All responses to questions will be published and circulated to all interested providers, the original questions will be anonymised.

# NEPO Portal

The link to the attached guidance will help you register and use the portal if it's the first time.

<https://procontract.due-north.com/Register>

The following link will take you straight to the login page.

<https://procontract.due-north.com/Login>

NB: there may be changes to the portal in coming months which we'll publicise in due course

## Indicative Timeline

- Invitation to submit tender proposal send out by **w/c 9th January 2023**
- Proposals returned by **Friday 17th February**
- Evaluation of proposals by **Friday 10th March**
- Notify decision by **w/c 13th March**
- Contract commencement **1st April 2023**



# Any Questions?

