

<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	6 April 2017
<b>Subject:</b>	Sefton Young Carers	<b>Wards Affected:</b>	(All Wards);
<b>Report of:</b>	Head of Schools and Families		
<b>Is this a Key Decision?</b>	Yes	<b>Is it included in the Forward Plan?</b>	Yes
<b>Exempt/Confidential</b>	No		

### Purpose/Summary

To seek approval to commence an external EU compliant procurement process for a young carers service.

### Recommendation(s)

1. That Cabinet authorise the Head of Schools and Families to conduct an external EU compliant procurement process for a new contract to run for a period of three years, with the option of 2 further one-year extensions. The contract is to deliver the Young Carers Service
2. That Cabinet approve the basis of evaluation of tenders as set out within the invitation to tender and in line with the contract procedure rules
3. That Cabinet authorises the Head of Schools and Families to accept the Highest Scoring Tender in accordance with the approved basis of evaluation and to report on the outcome to the Cabinet Member for Children, Schools and Safeguarding.
4. That Cabinet authorises the appropriate officer in consultation with the appropriate cabinet member to award the contract on completion of the tender process

### How does the decision contribute to the Council's Corporate Objectives?

	<u>Corporate Objective</u>	<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		X	
2	Jobs and Prosperity		X	
3	Environmental Sustainability		X	
4	Health and Well-Being	X		
5	Children and Young People	X		
6	Creating Safe Communities		X	
7	Creating Inclusive Communities		X	
8	Improving the Quality of Council Services and Strengthening Local Democracy		X	

**Reasons for the Recommendation:**

This provider was awarded the contract many years ago and the service has not gone to open market in the interim. The service which will be provided, links directly to the department’s aims in relation to Children and Young People and its responsibilities arising from statutory legislation.

**Alternative Options Considered and Rejected:**

The current contract was awarded many years ago, we could continue with the current contractual agreement, this could lead to the Council being open to challenge from other providers who could provide the service.

Completing an external EU compliant procurement process for a young carers service would ensure the Council is procuring a service in line with its contract procedure rules and the Council obtains best value in regard to cost and quality.

**What will it cost and how will it be financed?**

**(A) Revenue Costs**

The cost of the new contract will be met from within the Schools and Families budget allocated for this purpose. The current contract values are £100,000 per annum;

Recognising the uncertainty of future funding, the Invitation to Tender makes it clear that the price agreed for the contract is subject to the ongoing availability of sufficient funding and that in the event that during the contract period the Local Authority does not have sufficient funds to cover the price of the contract the Contractor will develop and agree a contract variation with the Commissioner such that the contract price remains within the funding available

**(B) Capital Costs**

None

**Implications:**

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

<b>Financial</b>	
<b>Legal</b>	
<b>Human Resources</b>	
<b>Equality</b>	
1. No Equality Implication	<input type="checkbox"/>
2. Equality Implications identified and mitigate	<input type="checkbox"/>
	<input type="checkbox"/>

3. Equality Implication identified and risk remains
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**Impact of the Proposals on Service Delivery:**

Sufficient time has been allowed in the process for smooth and effective implementation of the new contract.

**What consultations have taken place on the proposals and when?**

The Head of Corporate Resources (FD 4574/17) has been consulted his comments have been incorporated into the report.

The Head of Regulation and Compliance (LD 3857/17) have been consulted and any comments have been incorporated into the report.

Engagement with service users and providers is part of the revision of the service specification.

Once the contract has been awarded specific consultation with service users and the new providers will take place to ensure smooth implementation of the new service and minimum disruption for service users.

**Implementation Date for the Decision**

Following the expiry of the “call-in” period for the Minutes of the Cabinet Meeting

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**Background Papers:**

There are no background papers available for inspection

## 1. Introduction/Background

1.1 A young carer is a person under 18 who provides or intends to provide care for another person (of any age, except generally where care is provided for payment, pursuant to a contract or as voluntary work). Children should not undertake inappropriate or excessive caring roles that may have an impact on their development. A young carer becomes vulnerable when their caring role risks impacting upon their emotional or physical wellbeing and their prospects in education and life.'

Care and Support Statutory Guidance - Care Act DH 2014 Paragraph 2.49.

A young carer is identified as a child or young person under the age of 18 years, who provide care to another family, who has a physical illness/disability, mental health, sensory disability or has a problematic use of drugs or alcohol. The age of the young carer often has little or no bearing on the kinds of tasks performed. Children as young as 5-10 years of age, or maybe younger are providing emotional support, domestic help, general care and child-care for other siblings as well as looking after themselves.

The only age/task distinction is perhaps, in terms of very intimate personal care, with children aged 12 upwards being more likely to carry out the most personal aspects of caring although some aspects of this can start at a much earlier age.

The nature of tasks undertaken by Young Carers are wide and varied, examples of which are highlighted below. These are not an exhaustive list but include:

- Domestic Tasks
- Household Management
- Caring for a parent with mental health, drug and/or alcohol misuse or a physical disability.
- Emotional Care
- Sibling Care
- Financial/Practical Care.

1.2 The Children and Families Act 2014 amended the Children Act to make it easier for young carers to get an assessment of their needs and to introduce 'whole family' approaches to assessment and support. This legislation is aligned with similar provision in the Care Act 2014 requiring local authorities to consider the needs of young carers if, during the assessment of an adult with care needs, or of an adult carer, it appears that a child is providing, or intends to provide, care. In these circumstances the authority must consider whether the care being provided by the child is excessive or inappropriate; and how the child's caring responsibilities affects their wellbeing, education and development.

1.3 It is essential that the vulnerabilities and needs of children and young people are recognised. Practitioners responsible for assessing adults with care needs must be able to recognise and respond to risks to children's safety and welfare.

1.4 If a young carer is recognised within a family where other low level needs are identified the family should be brought to the attention of the Early Help Team. The Early Help process is intended to ensure that children and young people

receive the right support at an early stage and that services are delivered in a more co-ordinated way.

- 1.5 As part of the Early Help strategy, Sefton commissions a Young Carers Programme to provide support and address the impact on the children and young people who have extra responsibilities for caring for a family member. The service is required to liaise and refer to adult services where appropriate to ensure the young carers voice is heard and caring responsibilities are reduced where possible.

The focus of the service is on enabling young carers to access the ongoing support from a specific group of peers and build upon their confidence and self-esteem to enable them to access mainstream services, activities and resources.

Objectives:

- The reduction of caring responsibilities
- Improved attendance in education and employment reduction of NEET (not in education or training)
- Improved levels of satisfaction – “the feel better factor “
- The number of Young Carers leaving the service as it is no longer needed.

The programme offers a range of practical support including:

- Whole family Early Help assessment care planning and Lead Practitioner role
- 1 to 1 support and coaching
- Information and advice.
- Peer Support groups and individual support.
- Supervised breaks from caring.
- Advocacy on behalf of the Young Carer.
- Training and volunteering opportunities.
- Awareness raising sessions to children, young people and professionals.
- Sign-posting to other support networks/services.
- School/education liaison.
- Transitional support for those moving on to become adult carers in conjunction with Sefton Carers Centre.

- 1.6 Sefton Council will be procuring the contract following a revision of the service specification. The census identifies a large number of young people who provide unpaid care. See table below. The revised service would be requested to target the provision to young carers providing unpaid care for 20 or more hours per week, although this will not exclude young carers who provide less than 20 hours unpaid care.

	Young Carers				
	Total: Provision of unpaid care	Provides no unpaid care	Provides 1 to 19 hours unpaid care a week	Provides 20 to 49 hours unpaid care a week	Provides 50 or more hours unpaid care a week
Total					
Age 0 to 24	76,598	74,036	1,909	387	266

- 1.7 The revised service specification will also be built upon existing practice in regard to setting clear baselines on entry into the service and understanding gaps when the young person is ready to leave the provision into a universal service.

### Process

- 1.8 A full open procurement process will be engaged in order to award the contracts, with the contract being advertised using an e-procurement portal "The Chest". Submissions will be invited from Sole Contractors, Prime Contractors with subcontracted third parties providing some of the service or consortia of agencies working in partnership and exercising effective "end-to-end" accountability for all elements of the service.
- 1.9 Approval is requested for the appropriate officer in consultation with the appropriate Cabinet Member to award the contract on completion of the tender process.
- 1.10 The new contract will run for a period of three years from 1<sup>st</sup> November 2017, with the option of two further one-year extensions.
- 1.11 Recognising the uncertainty of future funding and the need for the Council to achieve significant savings over the next three years, the Invitation to Tender will make it clear that the price agreed for the contract is subject to the ongoing availability of sufficient funding and in the event that during the contract period the Local Authority does not have sufficient funds to cover the price of the contract, the Contractor will need to develop and agree a contract variation with the Commissioner such that the contract price remains within the funding available.
- 1.12 Bids will be evaluated according to a number of standard criteria, cost, and quality measures. The Standard Criteria will produce a Pass or Fail assessment, with only those passing being fully assessed.
- 1.13 The Standard Criteria and Quality Measures will include:

#### Standard criteria:

- Past experience / evidence of technical experience
- Financial viability
- Appropriate Insurance
- Equality submission
- Health and safety performance
- Evidence of professional conduct

Quality measures:

- Nature of service model/service configuration proposed
- Engagement of service users with service
- Service user involvement in service design, delivery and performance monitoring
- Engagement/integration with local agencies/stakeholders
- Service leadership
- Planning & performance management
- Forecasted levels of service activity and outputs
- Added Social Value
- Implementation plans

1.14 The evaluation will be conducted by officers from across the Council. Support and moderation will be undertaken by officers in Procurement. The officers involved will score each section against agreed criteria, with scores then being added into the overall bid scoring.