

1718-0066 Supported Accommodation for Young People

Islington Council invites suitable expressions of interest from organisations to provide housing support services in shared and/or self-contained supported accommodation for young people with a range of needs.

Current status / Background

Islington's current housing pathway provides 85 units of accommodation including 24-hour support and visiting support, following a 'core-cluster' model (a staffed hostel or accommodation site will also provide on-going support for a number of 'satellite' houses or flats for people of a similar client group, usually requiring less intense support from the staff team).

Utilisation is consistently high but some young people cannot be placed in borough due to safeguarding reasons. This has increased the demand for supported accommodation outside of Islington and North London.

The requirement

The service will provide short term accommodation and a high quality housing support service for children looked after aged 16 and 17, care leavers, and homeless young people aged 18 to 21.

The service will provide young people with the required intensity of support to enable them to gain the skills to live independently and move-on to appropriate accommodation within 2 years as agreed with the Referrals Co-ordinator and Social Worker/Young Persons Advisor as applicable. The target length of stay will differ depending on individual needs. However, for the majority the maximum length of stay will be two years. The service will work with Islington Council, the private sector and partner agencies to identify appropriate move-on accommodation with a move-on plan built into the intervention from its early stages.

The housing support service will be provided in **16** Lots under 4 different levels of support; Support level 1: Assessment only, Support level 2: Mixed assessment and progression, Support level 3: Progression (with on-site support) and Support level 4: Progression (with visiting support).

In order to meet sufficiency duties, Islington Council is seeking accommodation in Islington and in North London as priority. For cases that cannot be placed locally, Islington Council is also seeking accommodation options in Greater London. For a breakdown location of sites, see document 'ITT 06 Breakdown of Location'.

The Council seeks to procure supported accommodation for a minimum of 105 people with various support needs, from 01 April 2018.

All prospective providers will have experience of:

- Managing housing support services for young people.
- Delivering services as a Registered Provider or as a Support Provider.

All prospective providers bidding for any Lot, from 1A to 4G, should evidence that they can and will:

- Provide short-term accommodation and housing-related support for vulnerable young people with a range of needs.
- Provide support in a nurturing and psychologically informed environment.
- Provide the intensity of support required for each Lot as detailed in ‘ITT 05 Lots Information’.
- Provide a safe, welcoming, good standard of supported accommodation.
- Provide appropriate and flexible services that will enable service users to develop skills to live independently in the community and promote active engagement in meaningful activities including education, employment and training.
- Provide timely (i.e. same day) access into the service.
- Work to maintain a stable staffing structure with minimal changes to support worker arrangements to deliver sustainable outcomes, as well as support staff retention more generally.
- Work in partnership and / or carry out joint assessments with statutory agents in Children’s Services, such as Children Looked After, Independent Futures, Youth Offending Service, Integrated Gangs Team.
- Work in partnership with other statutory agencies and community partners / services as relevant, e.g. health, housing, substance misuse services, mental health services, sports and recreation services, education services, employment services.
- Develop and review Support Plans and Risk Assessments with agencies that are involved in the care of a young person.
- Support service users to maintain or develop skills to live successfully in their accommodation including: emotional intelligence, resilience, engaging in education and/or employment and training, budgeting, rent payments, registering for benefits, dealing with landlords, neighbour disputes, anti-social behaviour.
- Promote health, wellbeing and quality of life to maximise independence, and reflect this health and wellbeing with nurturing, caring and patient staff.
- Support service users to manage risks in a way that reduces the likelihood of harm without reducing opportunities or impairing quality of life.
- Make frequent and persistent efforts to engage more disengaged clients, without losing sight of respect for individual choices and reasons behind disengagement (e.g. trauma).
- Support young people in the development and management of positive relationships with others.
- Support young people to gain a sense of wellbeing and present themselves in a positive and effective manner.
- Provide support for young people to identify and address any physical health needs and/or social care needs through health promotion, access to health and Children’s Social Care services.
- Assist young people in accessing appropriate specialist services when applicable, e.g. drug and/or alcohol treatment and/or statutory mental health services.
- Develop a move-on plan for each young person, working with both statutory and private agencies to identify the most appropriate move-on options.

In addition to the above the following applies to ‘Lot 1A’, and ‘Lots 2A – 2E’:

- Provide same day placements including out of hours’ emergency.
- Work intensively with young people and the Council to assess 16-21-year-old homeless young people who may not be known to Social Services at the time of them being made homeless.
- Complete efficient and time-limited initial assessments, lasting no longer than 6 weeks, by which time need and risk levels will have been assessed and young people will have a firm idea of what they want to get out of their time in supported accommodation and their key support workers. This should be done in partnership with statutory bodies as relevant.
- Provide 24hr support with night cover or concierge.

- Be expected to take young people on remand from custody on occasion.

Organisations will be asked to provide evidence of successful operation of contracts for these services.

Lots

The purpose of the 4 different levels of support is to enable people to access the service, to step up and down into the appropriate accommodation and level of support that best meets their needs, and to give the option that some young people's interventions can happen on one site.

Each Lot under Support Level 1: Assessment, Support Level 2: Assessment and Progression, and Support Level 3: Progression (with on-site support), where 24-hour support is provided within the accommodation must have office and/or communal facilities on site to facilitate key working by the support provider.

Each Lot under Support Level 4: Progression (with visiting support) should, as a minimum, have access to an office within Islington or the hosting borough to facilitate key working. Preferably office space should be available at a nearby supported accommodation site as per the core-cluster model (core-cluster model consists of a network or 'cluster' of properties which are programmatically and administratively Lot linked to a 'hub' or 'core' property, which usually has an office on-site to facilitate formal (i.e. non-satellite) key working).

Organisations may apply for any number of Lots. Tenders will be considered from a single provider, however, we would also encourage providers to consider joint bids in order to deliver the required number of units within a particular Lot. Any joint bid for a Lot must meet the total minimum capacity required for that Lot.

Lots 1A, 2A, 2B, 3A, 3B, 3C and 4G:

Award will be based on the highest scoring organisation for each Lot. Therefore, a provider may be awarded more than one if it is the highest scoring organisation in more than one (1) Lot.

The evaluation will be based on the total cost per Lot for the required number of units per Lot only. Costs for extra units offered will not be taken into consideration when evaluating price. This is to enable the Council to evaluate on a like for like basis and in a fair and transparent manner. Further details are in the ITT.

Lot 2C to 2E

The requirements for Lots 2C to 2E are identical although each Lot is stand alone and will be evaluated independently. In order to maximise the award of these Lots, should a provider apply for one they will automatically be considered for Lots 2C to 2E.

Award will be based on the highest scoring organisation for these Lots. An organisation applying for Lot 2C to 2E can be awarded all 3 Lots if they are the highest scoring organisation. Should the highest scoring organisation for Lots 2C to 2E wish to be awarded fewer than 3 Lots, the remaining Lots will be offered to the second highest scoring organisation that meets the minimum requirements. If the second highest scoring organisation wishes to be awarded fewer than 2 Lots, the remaining Lot will be awarded to the third highest scoring organisation that meets the minimum requirements.

The evaluation will be based on the total cost per Lot for the required number of units per Lot only. Costs for extra units offered will not be taken into consideration when evaluating the price. This is to enable the Council to evaluate on a like for like basis and in a fair and transparent manner. Further details are in the Invitation to Tender (ITT).

Lots 4A to 4F

The requirements for Lots 4A to 4F are identical although each Lot is stand alone and will be evaluated independently. In order to maximise the award of these Lots, should a provider apply for one they will automatically be considered for Lots 4A to 4F.

Award will be based on the highest scoring organisation for these Lots. An organisation applying for 4A to 4F can be awarded all 6 Lots if they are the highest scoring organisation. Should the highest scoring organisation for Lots 4A to 4F wish to be awarded fewer than 6 Lots, the remaining Lots will be offered to the second highest scoring organisation that meets the minimum requirements. If the second highest scoring organisation wishes to be awarded fewer than 5 Lots, the remaining Lots will be awarded to the third highest scoring organisation that meets the minimum requirements. If the third highest scoring organisation wishes to be awarded fewer than 4 Lots, the remaining Lots will be awarded to the fourth highest scoring organisation that meets the minimum requirements. If the fourth highest scoring organisation wishes to be awarded fewer than 3 Lots, the remaining Lots will be awarded to the fifth highest scoring organisation. If the fifth highest scoring organisation wishes to be awarded fewer than 2 Lots, the remaining Lot will be awarded to the sixth highest scoring organisation that meets the minimum requirements.

The evaluation will be based on the total cost per Lot for the required number of units per Lot only. Cost for extra units offered will not be taken into consideration when evaluating price. This is to enable the Council to evaluate on a like for like basis and in a fair and transparent manner. Further details are in the ITT.

For more information on the expected required capacity, cover arrangements, locations and weekly support for each Lot, see 'ITT 05: Lots Information' and 'ITT 06: Breakdown of Location'.

List of Lots and Contract Values

The estimated total value for all **16** Lots is £7,796,862 over the maximum 72 months' term of the contract. This is based on an estimated annual budget of up to £1,299,477 for all **16** Lots. The indicative values for all Lots will be subject to regular funding reviews over the lifetime of the contract.

Support level:1 Assessment

Lot 1A: Assessment – requirement of 10 units – 199hrs weekly support – estimated value £207,000 per annum

Support level 2: Assessment and Progression

Lot 2A: Assessment and Progression – requirement of 8 units – 131hrs weekly support – estimated value £122,250 per annum

Lot 2B: Assessment and Progression – requirement of 6 units – 98hrs weekly support – estimated value £91,688 per annum

Lot 2C: Assessment and Progression – requirement of 5 units – 82hrs weekly support – estimated value £76,407 per annum

Lot 2D: Assessment and Progression – requirement of 5 units – 82hrs weekly support – estimated value £76,407 per annum

Lot 2E: Assessment and Progression – requirement of 5 units – 82hrs weekly support – estimated value £76,407 per annum

Support level 3: Progression (with On-site support)

Lot 3A: Progression (with On-site support) – requirement of 6 units – 109hrs weekly support – estimated value £102,000 per annum

Lot 3B: Progression (with On-site support) – requirement of 6 units – 109hrs weekly support – estimated value £102,000 per annum

Lot 3C: Progression (with On-site support) – requirement of 7 units – 127hrs weekly support – estimated value £119,000 per annum

Support level 4: Progression (with visiting support)

Lot 4A: Progression (with visiting support) – requirement of 6 units – 47hrs weekly support – estimated value £44,053 per annum

Lot 4B: Progression (with visiting support) – requirement of 6 units – 47hrs weekly support – estimated value £44,053 per annum

Lot 4C: Progression (with visiting support) – requirement of 6 units – 47hrs weekly support – estimated value £44,053 per annum

Lot 4D: Progression (with visiting support) – requirement of 6 units – 47hrs weekly support – estimated value £44,053 per annum

Lot 4E: Progression (with visiting support) – requirement of 6 units – 47hrs weekly support – estimated value £44,053 per annum

Lot 4F: Progression (with visiting support) – requirement of 6 units – 47hrs weekly support – estimated value £44,053 per annum

Lot 4G: Progression (with visiting support) – requirement of 11 units – 66hrs weekly support – estimated value £62,000 per annum

TUPE [Transfer of Undertakings (Protection of Employment) Regulations]

Potential providers must be aware that TUPE may or may not apply to this service. Further details will be available in the invitation to tender.

TUPE stands for the Transfer of Undertakings (Protection of Employment) Regulations 2006 as amended by the Collective Redundancies and Transfer of Undertakings (Protection of Employment) (Amendment) Regulations 2014. The (outgoing) employer transferring the employees is called the transferor. The (incoming) employer receiving the employees is called the transferee.

The Council is a third party to the TUPE information provided by the transferor and passed to the transferee. As a third party, the Council will raise any questions from any potential transferee, to the transferor, as part of the procurement. The Council cannot take any responsibility for the responses provided or not provided.

The transferor and transferee must inform and consult with affected employees when and why the transfer will take place and on how it will affect employees and consultation on any post transfer measures or changes must take place. Failure to consult may result in compensation to the staff affected.

All costs must be incorporated within the pricing schedule provided. The pricing schedule will be evaluated as further described in the Tender documents. The Council does not accept any liability for additional costs associated with TUPE not amortised within the schedule provided.

Contract Period

The contract period for all Lots will be for 24 (twenty-four) months from an estimated start date 01 April 2018 with an option to extend up to a further 24 (twenty-four) months plus up to 24 (twenty-four) months (a maximum of up to 48 months extension). The maximum length of the contracts will be up to 72 (seventy-two) months subject to satisfactory performance and available funding.

Award criteria – Applicable to all Lots

Contracts for all Lots will be awarded to the Most Economically Advantageous Tender (MEAT) in accordance with the Public Contracts Regulations. MEAT for this contract is quality 60% and cost 40%. Organisations must meet the minimum requirements for each criterion in order to be awarded a contract. Where organisations will not meet the minimum Quality criteria then their proposed Cost will not be evaluated. Further details will be provided in the invitation to tender.

Tender submissions will be subject to minimum quality thresholds. Further details will be provided in the invitation to tender.

Cost 40%

Quality 60%

Cost 40% - made up of:

20% Contract cost
15% Unit cost
5% Direct / Indirect costs

Quality 60% - made up of proposals on:

20% - Design and delivery of service to achieve desired outcomes, timescales, and objectives for each client types accessing the service.
20% - Safeguarding and minimising risk
10% - Implementation and mobilisation
5% - Performance and outcomes data
5% - Engagement with young people

Total 100%

Tenderers should be aware that we reserve the right to hold site visits and/or presentations and/or interviews during the tender process. Site visits and/or presentations and/or interviews will be for verification/clarification purposes of the written submission.

We reserve the right to interview leading bidders.

Procurement Process

This contract is over the Official Journal of the European Union (OJEU) threshold. The procurement is subject to the light-touch regime and will be procured using the Open

Procedure. The Open Procedure means that all bidders who successfully express an interest will automatically be invited to tender and have access to the tender documents. Those who submit a tender and meet the minimum requirements will have their full tender, method statements and pricing evaluated.

How to express an interest

If you wish to apply for this contract, please follow the steps below:

Register your company free of charge via the **London Tenders Portal**.

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

Await acceptance. You will receive an email confirming your username and password.

Use your username and password to log into the London Tenders Portal and express your interest in 1718-0066 Supported Accommodation for Young People.

Shortly after you have expressed interest, you will receive a second email containing a link to access the tender documents.

Deadlines

The deadline for expressions of interest is: **11.59am 23 January 2018**

Submission of Tender documents by: **12 Noon 23 January 2018**

Late submissions will not be accepted.

Additional information

- Islington Council and its partners are committed to work towards a 'Fairer Islington', for more information see www.islington.gov.uk.
- Please **do not** include any publicity material with your submissions.
- Islington Council aims to provide equality of opportunity and welcomes applicants who meet the qualitative selection criteria from black and minority ethnic communities and disabled groups.
- The Council encourages all types of organisation who meet the qualitative selection criteria including Voluntary and Community Sector (VCS) organisations, Social Enterprises or not for profit enterprises and small to medium enterprises (SME) to tender.
- Your submission will be marked in stages. Only applicants who meet the requirements at each stage will progress to the next stage. Further details will be contained in the tender documents.
- Please include the Contract Number of this tender process when communicating with the Council in any way.
- All questions relating to this contract should be raised via the question and answer section of the relevant contract on the London Tenders Portal. Please do not contact any officer of the council directly.

- Applicants are advised that all costs incurred either directly or indirectly in preparation, submission or otherwise related to this advertisement will be borne by them, and in no circumstances will the council be responsible for any such costs. Applicants are also advised that the council at its sole discretion acting reasonably and in good faith reserves the right to abandon the procurement at any stage prior to contract award.
- As part of a commitment to transparency the council is now publishing all spend over £500 each month. This includes spend on contracts, so the successful contractor should expect details of spend against the contract to appear on the council website [Islington Council: Council contracts](#). The council is also committed to publishing tender and contract documentation after contract award stage. Commercially sensitive information will be redacted from documentation. What constitutes commercially sensitive information is a matter for the council's sole discretion. However, tenderers will be invited to identify information they consider to be commercially sensitive in their tender return and this will be taken into account in the council forming a view.