

	Action/Date
Title/Status-	Off Framework Process
New document or revised	New
Responsible Head of Service	Liz Perfect
Date review	May 2019
Date SMT approved.	May 2020

**Leicestershire County Council are members of the East Midlands Regional Children’s Framework which is 9 local authorities who have come together to work as a consortium with external providers of foster and residential care. For Young people who require semi-independent accommodation from the age of 16-18 Leicestershire have their own 16+ framework with preferred providers who have signed up to the terms and conditions of the framework. As such the Placement Commissioning officers will always seek placement via these two methods in the first instance. However due to the nature of the placements required this is not always possible as such we keep an on and off framework database.**

#### **Becoming part of the off-framework database.**

- New providers will make themselves known to placement commissioning team either at provider events, via a phone call or from emails. The placement commissioning officer involved in this interaction will make the provider aware that we are currently part of the above frameworks and explain that although they cannot be added to these we can complete a check to explore them being added to our off-framework database.
- Commissioning officers will request the following information: Current Ofsted report where applicable, SOP or 16+ equivalent, Children guide or 16+ equivalent, Pricing Schedule and a minimum of two local authority contacts for references.
- Once all information has been received and references checked placement commissioning officers will place onto the off-framework database. However, if the references of a provider are unsatisfactory they will then be logged on the place with caution list until further updates have been received.

### **Searching using the off-framework database**

- As stated above Leicestershire county council are currently part of two frameworks and these areas **MUST** be exhausted prior to an off-framework search. Once this is completed the placement commissioning officer will sent out the referral to the relevant provision having already gained funding agreement for the initial external search – Please see external funding process.
- If an off-framework option is returned the placement commissioning officer will present this to the child's social worker and senior managers making it clear that this is an off-framework provision.
- Where possible pre-placement Quality assurance visits will take place to ensure the provision is meeting the standards of the regulatory body where applicable and the requirements set out by Leicestershire County Council. However, in the case of an emergency placement visits are to take place within 72 hours of placement please see Quality Assurance Process for full details.