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Dear Providers

**Expression of Interest – Short Term Residential Accommodation**

[Northamptonshire Children's Trust](https://www.nctrust.co.uk/Pages/default.aspx) (NCT) is an independent, not-for-profit company established in November 2020 to deliver the best possible opportunities for the children in Northamptonshire. Our responsibility is to deliver children’s social care and targeted early help services on behalf of North Northamptonshire Council and West Northamptonshire Council.  
  
As part of our role, we are required to provide short term residential accommodation to provide a place to stay for prospective “connected persons” who live outside of Northamptonshire, including from overseas. A connected person is a family member or friend who is being considered to take on parental responsibility for a child in care.  
  
 A property will be required on each occasion for a maximum of 6 weeks. We will normally be given two weeks’ notice. The child will need to stay with the connected person and assessments will be carried out by a Social Worker on their ability to parent in everyday situations, therefore requiring a home environment such as a flat or house and not a hotel.  
  
Other things to note;

* Properties are required across all of Northamptonshire
* It is difficult to predict how many times this will be required. For example, there were approximately 5 requests so far in 2023
* All costs will be met by Northamptonshire Children’s Trust. Any damage would be expected to be covered by the organisation providing the home through adequate insurance. Where this is not possible, this may be covered by NCT by negotiation and where this can be evidenced it has been caused by the person(s) occupying the property.
* There may be occasion to cancel the booking; an understanding of your cancellation policy is required
* A minimum of 2 bedrooms will be required – sometime more
* All properties must meet Health and Safety requirements, legislation and have relevant Insurance for supplying rental properties
* All properties need to be fully furnished, with items such as bedding and towels provided
* All prices are to be inclusive of costs (for example, gas/electricity, water, heating)
* Providers need to be sympathetic to the needs of those using the properties
* Some of those using the property, may not speak English, or English is not their first language so may require an Interpreter (supplied by NCT)

If this is of interest to your organisation, please complete the following questions.

Please note this is for information only at this stage.  
  
Property details (please duplicate this for each property)

|  |  |
| --- | --- |
| Property location (eg Northampton) |  |
| Number of bedrooms |  |
| Price per NIGHT |  |
| Management fee (expressed as a % of nightly fee, or a £ per night) |  |
| Details of cancellation policy |  |
| Any other comments |  |

Please note that NCT reserves the right to only invite those that have submitted an Expression of Interest to any further stage(s). NCT reserves the right not to progress with the Expression of Interest. This will be dependent on the interest received to the Expression of Interest.

If your organisation would like to express your interest, please submit your interest by completing this document and returning it to [procurement@northnorthants.gov.uk](mailto:procurement@northnorthants.gov.uk)  **by Monday 12th June 2023 by 17.00hrs.**

**If you do not submit your interest at this point your organisation will not be invited to compete in any future procurement processes to this Expression of Interest.**

|  |  |
| --- | --- |
| **Question** | **Response** |
| Name of your organisation |  |
| Registered office (if applicable) |  |
| Trading address (if different from office) |  |
| Name of person whom any queries relating to this Expression of Interest should be addressed |  |
| Telephone Number(s) |  |
| Email |  |
| Address if different to above |  |

**Signed\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position --------------------------------------