

**Housing support and accommodation for rough sleepers with drug and alcohol issues and those at risk of rough sleeping**

**Market Intelligence Exercise**

**QUESTIONNAIRE**

**To be Completed and Returned by no later than 12:00 hours on the 6th March 2024**

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**A CONTEXT AND BACKGROUND INFORMATION**

**A1.** The [Royal Borough of Kingston upon Thames](https://www.kingston.gov.uk/) (RBK) ’[Homelessness and Rough Sleeping Strategy 2022-27](https://www.kingston.gov.uk/downloads/file/2471/homelessness-and-rough-sleeping-strategy) ambition is ‘to prevent and aim to end homelessness and rough sleeping in Kingston.’ Realising this vision will require targeted services to be provided to the most vulnerable in the borough, which includes rough sleepers with drug and alcohol issues and those at risk of rough sleeping in Kingston.

In 2023, the Centre of Public Innovation (CPI) was commissioned by RBK to carry out a review of Housing Support for this cohort. The purpose of the review was to explore housing provision in Kingston for this cohort, key gaps and any opportunities for learning and potential development issues. One of the key findings was that there is a lack of supported housing for this cohort and that there is no specific pathway in place for rough sleepers with drug and alcohol issues.

Housing First has been identified as a key model to address the lack of provision for entrenched rough sleepers and this cohort may benefit from this type of accommodation provision. Housing First is being taken forward by RBK at this time. However, Housing First will not be appropriate for everyone as it is intended to address the needs of a small number of clients with challenging lives.

RBK is keen to explore additional opportunities to offer a mixed portfolio of housing options that align with the substance misuse recovery journey: pre-contemplative, engagement, abstinence/recovery, as outlined below:

* **Accommodation for active users but who are not well engaged in structured treatment.** *We estimate that the current demand for this provision is in the region of 28 people.*
* **Accommodation for those actively engaged in treatment services and who are stable in treatment i.e. accessing prescribing interventions (where needed) where onsite support and treatment services are available.***We estimate that current demand for this provision is in the region of 9 people.*
* **Move-on abstinence-based accommodation for those who successfully complete treatment.** *We estimate that current demand for this provision is in the region of 6 people.*

RBK is seeking to carry out a market intelligence exercise in relation to housing support and provision of accommodation for rough sleepers with drug and alcohol issues and those at risk of rough sleeping in Kingston. This exercise is not part of the procurement process, but is purely investigative in nature, giving potential providers the opportunity to express their views to potentially assist the Council in developing the service model defining specification principles and contract for the services.

This advert relates to a proposed scoping exercise only and is NOT a call for competition. Any contracts for services or supplies relating to this exercise may be subject to separate procurement processes in accordance with the Public Contracts Regulations 2015 (as amended).

**A2. Housing support for rough sleepers with drug and alcohol issues and those at risk of rough sleeping**

The aim of this **questionnaire** is to:

1. Obtain the views of actors in the field on providing the portfolio of supported housing options described above, who have a track record in delivering supported housing and accommodation for rough sleepers with drug and alcohol issues and those at risk of rough sleeping.

2. Understand the challenges and opportunities related to delivering these services and how these can be overcome.

The purpose of this exercise is to gather information to ensure that any future service model is well-designed, efficient, effective, delivering value for money and meeting individual needs and outcomes. As well as to determine the potential capacity of the market to supply the service and the level of interest in any potential future procurement.

The Council is using this process to gather information from supported housing providers in this field. There are therefore no formal criteria which we will use to judge your responses and it is not our intention to provide any feedback. For the avoidance of doubt, no information provided in response to this questionnaire will be used by the Council in assessing providers during any future procurement process.

**A3.** Organisations that are interested in participating in this exercise are asked to return this questionnaire **via the London Tenders Portal**no later than 12:00 hours on the 6th March 2024.

**A4.** All information provided in the questionnaire responses and the subsequent discussions will be strictly confidential and will assist the Council in shaping and scoping requirements and provide insight into the most suitable delivery model(s) for the longer-term development of housing support and accommodation options for rough sleepers with drug and alcohol issues and those at risk of rough sleeping. The Council does not have a firm intention to award contract(s) at this stage.

**A5.** Where possible please answer all questions in full and limit each answer as directed in the word count/page length suggested under each question. (You are not obliged to provide an answer for each question, only those you consider most relevant to your organisation). Do not provide any company brochures or promotional materials as these will not be considered in the scoping exercise.

**A6.** If you require any further assistance in completing this form, please send a clarification question message through the London Tenders Portal before 12pm 1st March 2024.

**B ORGANISATION INFORMATION**

**B1.** Organisation name

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| --- |

**B2.** Main address for correspondence

| **Name:** |  |
| --- | --- |
| **Email:** |  |
| **Telephone:** |  |
| **Fax:** |  |
| **Address** |  |

**B3.** Name of person who is the main contact for this exercise

|  |
| --- |

**B4.** Position in organisation

|  |
| --- |

**B5.** Do you currently provide any relevant contracts on behalf of RBK? If yes, please provide information and details of the contact(s) at the RBK.

|  |
| --- |

**B6. Company size/number of employees**

| **Classification** | **Description** | **Tick Relevant Box** |
| --- | --- | --- |
| Micro | 1-10 employees & turnover under £2 million |  |
| Small | Less than 50 employees & turnover under £10 million |  |
| Medium | Less than 250 employees & turnover under £50 million |  |
| Large | More than 250 employees or turnover over £50 million |  |

**C KEY QUESTIONS**

Please review Section A which includes context and background information to this scoping exercise, providing any feedback and respond to the following questions:

*Responses can be included beneath the questions below or in a separate appendix (where responses are appended please ensure that the question number is used to identify the response).*

**C1. Support provision**

**A)** Does your organisation currently deliver supported housing to rough sleepers with drug and alcohol issues and those at risk of rough sleeping, as follows:

* Accommodation for active users but who are not well engaged in structured treatment.
* Accommodation for those actively engaged in treatment services and who are stable in treatment i.e. accessing prescribing interventions (where needed) where onsite support and treatment services are available.
* Move-on abstinence-based accommodation for those who successfully complete treatment.

Please describe the services delivered and how the services are delivered:

| **No word limit**  |
| --- |

**B)** Is there a preferred model of delivery of housing support to the cohorts described above? If so it would be helpful if your response could include the following information:

* How are individuals assessed as eligible for accessing your supported housing services
* If there is a timescale attached to your supported housing provision
* An outline of the management and staffing numbers/ workforce needed to support the accommodation types described above.

| **No word limit**  |
| --- |

**C)** What sources of funding would you envisage being utilised for the delivery of services:

❐ Government grant

❐ Charity grants

❐ Voluntary donations:

❐ Other (please specify):

|  |
| --- |

**D)** Does your organisation currently deliver supported housing to rough sleepers with drug and alcohol issues and those at risk of rough sleeping, who also have:

* A history of offending or involvement in the criminal justice system
* Accommodation for people with a substance misuse issue who have experienced domestic abuse.

Please describe the services delivered and how the services are delivered:

| **No word limit**  |
| --- |

**C2. Support accommodation**

**A)** Does your organisation currently provide accommodation to rough sleepers with drug and alcohol issues and those at risk of rough sleeping? If so, please describe the size and type of accommodation used i.e. is a single unit/building or separate units?

| **No word limit**  |
| --- |

**B)** Please describe the ownership of this accommodation i.e. is it private rented, leased, purchased, Council owned or Registered Provider?

❐ Private rented

❐ Leased

❐ Purchased

❐ Council owned

❐ Registered provider

❐ Other (please specify):

|  |
| --- |

**C3.** Please estimate the minimum threshold/service user number needed to deliver an economically viable service? e.g. *‘our service can only operate with a minimum of 12 beds.’*

❐ 1-5

❐ 6-10

❐ 11-15

❐ 16-20

❐ 21+

**C4.** Please describe the facilities needed to provide accommodation for the examples below e.g single flats/units of self contained accommodation, shared facilities, communal areas and staff space:

| **No word limit** 1. *Accommodation for active users but who are not well engaged in structured treatment:*
2. *Accommodation for those actively engaged in treatment services and who are stable in treatment i.e. accessing prescribing interventions (where needed) where onsite support and treatment services are available:*
3. *Move-on abstinence-based accommodation for those who successfully complete treatment:*
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| --- |

**C5.** Would your organisation prefer to identify a building to deliver housing support services from or run the service from a building sourced by the Council?

❐ Yes - we would prefer to identify a building

❐ No - we would prefer to run the service from a building sourced by the Council

❐ Other (please specify):

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| --- |

**C6.** Please describe any perceived barriers to delivering housing support for rough sleepers with drug and alcohol issues and those at risk of rough sleeping?

| **No word limit**  |
| --- |

**C7.** What can we do to maximise market interest in Kingston for providers delivering housing support for rough sleepers with drug and alcohol issues and those at risk of rough sleeping?

❐ Source building

❐ Lease building to the provider

❐ Long term contract

❐ Provide an opportunity to integrate the service with local providers

❐ Support with attracting additional funding e.g government grants

❐ Proactive management of referral from relevant services

❐ Other(please specify):

|  |
| --- |

**C8.** Is there any other information that you consider to be relevant or feel we have not considered that would be beneficial to this scoping exercise?

| **No word limit**  |
| --- |

**C9.** We are intending to hold short interviews online and to facilitate an online workshop. Please indicate your interest in the table below:

| **Online interview between 6th March-24th March 2024**Name or Organisation:Name of Delegate/s:E mail address:Telephone no:**Online workshop on the 25th March 2024:**Name or Organisation:Name of Delegate/s:E mail address:Telephone no: |
| --- |

**D FREEDOM OF INFORMATION ACT 2000**

Any information supplied in this questionnaire may be made available on demand in accordance with the Freedom of Information Act 2000.

Providers should state if any of the information supplied by them is confidential or commercially sensitive or should not be disclosed in response to a request for information under the Act. Providers should state why they consider the information to be confidential or commercially sensitive.

This will not guarantee that the information will not be disclosed but will be examined in the light of the exemptions provided in the Act.

Please use the box below to identify any information that is contained in this questionnaire and any additional enclosures that you consider to be of a confidential or commercially sensitive nature, stating why you consider this to be the case.

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| --- |

**E CERTIFICATION**

When you have completed the questionnaire please read and sign the section below.

I/We certify that the information supplied is accurate to the best of my/our knowledge and that I/we accept the conditions and undertakings requested in the questionnaire. I/we understand that false information could result in my/our exclusion from the process.

Signed

For and on behalf of

Date

Please note, the term “organisation” refers to: sole proprietor, partnership, incorporated company, co-operative as appropriate. The undertaking should be signed by the applicant, a partner or authorised representative in his/her own name and on behalf of the organisation.