

**SOFT MARKET TESTING QUESTIONNAIRE**

**Leicester City Council, Leicestershire Police and Crime Commissioner and Ministry of Justice**

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| **PROJECT** |
| **Recommissioning Substance Misuse Treatment Services for Leicester** |

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| **This document should be completed and returned in accordance with the Guidance for Providers** |
| **This completed questionnaire must be returned electronically by email**  **before or no later than 12:00 hours on 10 February 2021 to the email address**  [**procurement-asc@leicester.gov.uk**](mailto:procurement-asc@leicester.gov.uk)  **with the subject heading: ‘Completed SMT Q – SMTS’** |
| Officer involved  **Ashok Chotalia, Procurement Manager**  **Leicester City Council** |

**25th January 2021**

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**THIS IS NOT A CALL FOR COMPETITION**

**Recommissioning Substance Misuse Treatment Services**

**1. Introduction**

Leicester City Council is seeking to co-commission an Integrated Substance Misuse Treatment Service across Leicester, incorporating community-based services for adults and young people, including criminal justice pathways.

The Leicester, Leicestershire and Rutland local authorities originally intended to co-commission a single service for the residents of Leicester, Leicestershire and Rutland **(LLR).** This is now not possible and Leicester City Council now needs to explore the challenges and opportunities around a service commissioned just for the residents of Leicester City only. This is the 5th soft market test carried out in connection with the recommissioning of this service.

The Police and Crime Commissioner for Leicestershire and the National Probation Service were part of the original LLR co-commissioned approach and although they still wish to be co-commissioners for the criminal justice pathways, the exact modelling for how this can be achieved still needs to be determined. The Police and Crime Commissioner for Leicestershire and the National Probation Service remain interested in hearing the provider experience of delivering criminal justice services as part of an integrated substance misuse service.

The current contract for this service was due to end on 31 March 2021 but has been extended until March 2022 due to the Covid pandemic. Therefore, we anticipate that the tender opportunity will become available in Spring/early summer 2021.This will be advertised on [www.eastmidstenders.org](http://www.eastmidstenders.org). Potential bidders are encouraged to pre-register on this site.

A service for Leicester City was previously commissioned as part of a Leicester and Leicestershire **Integrated Substance Misuse Treatment Service** in 2016, following a savings review, and a range of adult/Young Person community and criminal justice services were combined into a single service.

The current services across Leicester, Leicestershire and Rutland are made up of the following service elements:

* community pathways (e.g. alcohol, drugs, complex cases, families and carers);
* a children and young’s people pathway (under 21);
* a young adult’s pathway (18-25);
* a criminal justice pathway;
* a prison and through the gate pathway;
* shared care arrangements; and
* in reach arrangements/ collaborative working with health, social care, education and other settings.

The service provides both clinical and psychosocial support and includes a focus on harm reduction (BBV and needle exchange), aftercare and mutual aid support.

There are a number of areas where a joint LLR approach appears to be particularly appropriate for instance work across the Criminal Justice pathways and in-reach into local hospitals for physical and mental health. Traditionally Criminal justice services have been delivered by one service over LLR even when other adult services have been delivered separately.

Leicester City Council has noted the following trends:

* a decline in the numbers of children and young people being referred and engaged in structured treatment;
* a fall in the number of adults engaged in treatment for primary alcohol problems
* a reduction in referrals from the Criminal justice system and G.P’s, alongside an increase in self-referrals.
* an increase in the number of service users presenting with a housing problem and urgent housing problem.
* a relatively high number of presentations with a Mental health treatment need.

JSNA profiles for drugs and alcohol are available at:

<https://www.leicester.gov.uk/your-council/policies-plans-and-strategies/public-health/data-reports-information/jsna/adults-joint-strategic-needs-assessments/>

**This process does not constitute a formal tender or other competitive bidding process and will not result in the letting of a Contract.** The commissioners are using this process solely to test the market to gather information and ascertain the level of interest in this service. There are therefore no formal criteria which we will use to judge your responses, and it is not our intention to provide any feedback.

**2. Guidance for providers**

Please keep a copy of your completed questionnaire. You will need this if we need to clarify or discuss your answers with you.

This completed questionnaire must be returned electronically by email before or no later than **12:00 hours on 10th February 2021** to the email address [procurement-asc@leicester.gov.uk](mailto:procurement-asc@leicester.gov.uk) with the subject heading: ‘Completed SMT Q – SMTS’.

**3. Confidentiality and Freedom of Information**

Please be aware that we are subject to the disclosure requirements of the Freedom of Information Act (FOIA) and that potentially any information we hold is liable to disclosure under that Act. For this reason, we would strongly advise that any information you consider to be confidential is labelled as such.

The Councils are committed to open government and to meeting its legal responsibilities under the Freedom of Information Act 2000. Accordingly, all information submitted to a public authority may need to be disclosed by the public authority in response to a request under the Act. The Councils may also decide to include certain information in the publication scheme which the Councils maintain under the Act. Under the Freedom of Information Act 2000 ("FOIA"), members of the public or any interested party may make a request for information to the Council.

The Councils will consider the disclosure of any information, including prices, contained in the SMT document, subject to the exemptions the FOIA.

**4. Soft Market Testing Questionnaire**

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| **GENERAL INFORMATION** | | |
| **4.1 Full name, address and website** | | |
| Trading name of the organisation |  | |
| Address |  | |
| Town/ City |  | |
| Postcode |  | |
| Country |  | |
| Website URL |  | |
| **4.2 Main contact for correspondence about this questionnaire** | | |
| Name |  | |
| Position |  | |
| Telephone number |  | |
| Mobile phone number |  | |
| Email address |  | |
| **4.3 Trading Status** | | |
| Trading status of organisation:  ☐a limited company  ☐a public limited company  ☐a limited liability partnership  ☐other partnership  ☐a sole trader  ☐a third sector  ☐other (please specify) | | |
| Date of registration in country of origin | |  |
| Company registration number (if applicable) | |  |
| Charity registration number (if applicable) | |  |
| **4.4 Organisation Classification** | | |
| Relevant classifications (state whether you fall within one of these, and if so which one)  ☐Voluntary Community Social Enterprise (VCSE)  ☐Sheltered Workshop (an organisation that employs people with Learning Disability separately from others).  ☐Public service mutual  ☐Not applicable | | |
| **4.5 Size of Organisation** | | |
| Is your organisation a Large, Medium, Small or Micro Enterprise (SME)?  ☐ Micro (0-10 employees)  ☐Small (11-50 employees)  ☐Medium (51- 250 employees)  ☐Large (over 250 employees) | | |

**Questions for the market**

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| Interested parties are asked to provide responses to the following questions.  Please note that although there is no word limit, we do not expect huge amounts of detail in response to each question. |

**Service areas that seem most appropriate for an LLR approach.**

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| **Question 1** |
| Please tick which response applies to your service:  ☐ a) We deliver a drug and alcohol service for children and young people **and** adults.  ☐ b) We deliver a drug and alcohol service for children and young people **only**.  ☐ c) We deliver a drug and alcohol service for adults only  ☐ d) We deliver a Criminal Justice drug and alcohol service. |

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| **Question 2** |
| 2.1 Do you have experience of providing a criminal justice substance misuse service in a PCC/Police Force area where another service is also providing a separate Criminal Justice substance misuse service? |
| Please type your response here |
| 2.2 What arrangements do you think need to be made to ensure there is effective joint working between separate substance misuse services in potential CJ referral and assessment points that serve more than one area such as Police Custody suites, and Courts? |
| Please type your response here |

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| **Question 3** |
| 3.1 Do you have experience of providing in-reach services to hospitals which cover an area where another substance misuse service also delivers community-based services? |
| Please type your response here |
| 3.2 What arrangements do you think need to be made to ensure there is effective joint working between separate substance misuse services in potential hospital referral and assessment points that serve more than one area. This includes hospital services for physical and mental health? |
| Please type your response here |

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| **Question 4** |
| Are there any other service-delivery issues that you think need to be considered when commissioning a service solely for a Unitary area such as Leicester where the service has previously been commissioned on a sub-regional/LLR basis and other areas share a footprint for Criminal justice and health services? |
| Please type your response here |

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| **Question 5** |
| In 2016 one of the perceived advantages of commissioning an LLR service was economy of scale. However, from 2022 services are set to be commissioned separately without any significant increase to the budget.  In Leicester there are relatively high levels of complexity and unmet treatment need. Referrals from the Criminal Justice system are relatively high; as are levels of ‘urgent housing need’ and ‘mental health treatment’ need at treatment start. The NDTMS Recovery Diagnostic Tool suggests a relatively high proportion of ‘Very High’ Drug complexity in caseloads.  Within the context above what approach do you think that commissioners should take in setting requirements and expectations for the provider? |
| Please type your response here |

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| **Question 6** |
| What benefits do you think there are to commissioning a service solely for Leicester City and how can commissioners optimise these benefits in the planning for this tender and subsequent mobilisation and contract management. |
| Please type your response here |

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| **Question 7** |
| Leicester City and Leicestershire/Rutland are likely to issue their separate tenders at about the same time. For those services that were previously interested in bidding for or being part of an LLR service what impact will having to bid for/take part in 2 separate tender programmes have on your organisation. |
| Please type your response here |

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| **Question 8** |
| ‘What experience have you had in mobilising a service in an area which is moving from one to potentially multiple providers of substance misuse services? What can commissioners do to facilitate this process? |
| Please type your response here |

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| **Question 9** |
| Do you think you will be interested in bidding for or being part of a Leicester Substance Misuse Tender. |
| Please type your response here |

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| **Question 10** |
| Are there any other comments that you would like to make about the re-commissioning of substance misuse services in Leicester? |
| Please type your response here |

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| **Question 11** |
| The City of Leicester is at the centre of the county of Leicestershire. Currently, the residents of Leicestershire and Rutland are able to access a city-centre located ‘treatment-hub’ and an ‘anonymous-open-access-needle-exchange’ service as part of an LLR service. The Leicester conurbation includes residents of the Leicestershire local authority area, e.g. Wigston, Oadby, Glenfield, Groby, Braunstone Town, Syston. These areas are served by a City hub and spoke transport network.  In light of the change from an LLR service to a service solely for Leicester City, what experience do you have of managing ‘out of area’ demand in areas with a similar geography to Leicester’s?  What advice can you provide to commissioners about how they can support providers to manage out of area demand within the context of multiple substance misuse services. |
| Please type your response here |

**7. UNDERTAKING BY THE PROVIDER**

I/We certify that the information supplied is accurate to be best of my/our knowledge and that I/We accept the conditions and undertakings requested in the questionnaire and also fully understand that this is not a call for competition.

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| Signed\* |  |
| Name (please print) |  |
| Position |  |
| On behalf of (name of organisation) |  |
| Date |  |

**\****Please note the term ‘Provider’ refers to sole proprietor, partnership, incorporated company, and cooperative as appropriate. The undertaking should be signed by a partner or authorised representative in her/his own name and on behalf of the Provider*