**Leicester City Council**

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**SOFT MARKET TESTING QUESTIONNAIRE**

**Leicester City Council**

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| PROJECT |
| Individual Placement and Support (IPS) in community drug and alcohol treatment |

**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 14:00 hours on 8th June 2022 to**

[**procurement-asc@leicester.gov.uk**](mailto:procurement-asc@leicester.gov.uk)

**with the subject heading: ‘Completed SMT Q – IPS’**

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| Officer involved:  Ashok Chotalia, Procurement Manager - Adult Social Care & Public Health  Leicester City Council |

**31/01/2022**

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**THIS IS NOT A CALL FOR COMPETITION**

**Individual Placement and Support (IPS) in community drug and alcohol treatment**

1. **Introduction**

Leicester City Council has been chosen as one of the areas for the roll out of Individual Placement Support (IPS) for substance misuse in 2022-23. Funding of £148,394 pa has been allocated to Leicester by central government for the 2022-5 period based on the costs of employing 2 employment advisors and 1 senior employment advisor.

We are now considering how to implement this programme locally and would like to gauge the views and interest of the market in doing this through a soft market test. The Commissioners will use the information to appraise options and identify a preferred option for implementation. This might result in a tender exercise for this service.

This process does not constitute a formal tender or other competitive bidding process and will not result in the letting of a Contract. The Authority is using this process solely to test the market to gather information and ascertain the level of interest in this particular 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.

1. **Service Scope**

**(a) IPS**

IPS (Substance Misuse) is a key component of the New National 10-year Drug Strategy ‘from harm to hope:

<https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1038722/From_harm_to_hope_PDF_FINAL.pdf>

IPS is a well-evidenced approach, primarily used to-date in Mental Health services, that should be available for anyone of working age in structured drug/alcohol treatment. Services should be tailored to individual needs, co-located within substance misuse services and providing pre-employment and in-work support.

Two key aspects of the approach are, firstly, that the employment advisors should be working alongside substance misuse staff as part of and an equal member of the multi-disciplinary team, establishing employment as a key aim of recovery. Secondly IPS is seen as a 'work first' intervention helping people into jobs that they want to do regardless of their stage on the recovery journey.

IPS is underpinned by a 25-item fidelity scale fidelity scale which measures to what degree the service has been implemented and the quality of the service on offer.

<https://www.centreformentalhealth.org.uk/ips-fidelity-scale>

We understand that each site will have a fidelity review after approximately 12 months of delivery. Sites that fail to attain 90 points in their first fidelity review will be offered a second review.

The fidelity bands are:

• Exemplary fidelity: 115-125

• Good fidelity: 100-114

• Fair fidelity: 74-95

• Not supported employment: 73 and below

(b) **Substance Misuse treatment services Leicester**

The IPS service will be co-located with Leicester’s Substance Misuse Treatment Service provided by Turning Point based at Eldon Street. Turning Point provide an integrated substance misuse service for adults and young people including individuals from the criminal justice system.

<https://www.turning-point.co.uk/services/leicester>

In common with many other areas the largest cohort are opiate users although there has been an increase in alcohol and non-opiate users coming into treatment over the last 2 years. Over 2020-21 there were around 2000 adults in treatment.

We are currently developing plans with Turning Point to increase the numbers in treatment through the opportunities given by the additional drug and alcohol treatment funding linked to the new national drug strategy.

1. **Guidance for Providers**

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 14:00 hours on 8th June 2022** to [procurement-asc@leicester.gov.uk](mailto:procurement-asc@leicester.gov.uk) with the subject heading: **‘Completed SMT Q – IPS’**.

1. **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 Council is committed to open governance 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 Council may also decide to include certain information in the publication scheme which the Council 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 Council will consider the disclosure of any information, including prices, contained in the SMT document, subject to the exemptions the FOIA.

# Soft Market Testing Questionnaire

**General Information:**

# Full name, address and website

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| --- | --- |
| Trading name of the organisation |  |
| Address |  |
| Town/ City |  |
| Postcode |  |
| Country |  |
| Website URL |  |

# Main Contact for correspondence about this questionnaire

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Telephone number |  |
| Mobile phone number |  |
| Email address |  |

# Trading Status

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| --- | --- |
| 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) |  |

# Organisation Classification

|  |  |
| --- | --- |
| Relevant classifications (state whether you fall within one of these, and if so which one) | Voluntary Community Social Enterprise (VCSE)  Sheltered Workshop  Public service mutual  Not applicable |

# Size of Organisation

|  |  |
| --- | --- |
| Is your organisation a Large, Medium, Small or Micro Enterprise (SME)? | Micro (9 employees or fewer)  Small (10-49 employees)  Medium (50-249 employees)  Large (over 250 employees) |

**Questions for the Market**

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.

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| Question 1 |
| Please tick which response applies to your service: |
| a) We deliver IPS services.  b) We deliver employment support services.  c) We deliver a substance misuse services.  d) We deliver other services-please describe briefly below:  Please briefly state your organisation’s service area: |

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| Question 2 |
| What do you think are the challenges in implementing IPS within substance misuse services? |
| Please type your response here |

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| Question 3 |
| How do you think that employment advisors could be best supported to work effectively within a substance misuse treatment service? |
| Please type your response here |

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| Question 4 |
| How do you think that the substance misuse treatment service could best support the work of the employment advisors co-located within it’s service? |
| Please type your response here |

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| Question 5 |
| How do you think IPS employment advisors, in collaboration with the treatment service could best promote the IPS service? |
| Please type your response here |

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| Question 6 |
| What links and partnerships do you think would be most beneficial in identifying and sourcing employment opportunities? |
| Please type your response here |

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| Question 7 |
| Do you think you will be interested in tendering for the IPS(Substance Misuse) if it was put out for tender? |
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| Question 8 |
| Are there any other comments that you would like to make about the commissioning of IPS in Leicester |
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# Undertaking by the Provider

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 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*