Market Consultation Questionnaire (MCQ)

**for the *Commissioning for the* *Future***

**Pilot Training Programme**

**Ref No: C191154**

1. **Introduction**
   1. This Market Consultation Questionnaire (MCQ) seeks to obtain market feedback in relation to the provision of the “Commissioning for the Future” Pilot Training Programme for Department of Health and Social Care (DHSC). The primary focus of the MCQ is to better understand market/supplier appetite, capacity and capability, as well as perceived risks and opportunities.
2. **Feedback Request**
   1. Feedback is requested in relation to the proposals described within this document. Your feedback is important as it will allow views from the market to inform the development and finalisation of the procurement strategy.
   2. DHSC would greatly appreciate your feedback in the form of a response to the questionnaire in Section 4. Please send your responses to:

Name: Daiga Allen

E-mail: [Daiga.Allen@dhsc.gov.uk](mailto:Daiga.Allen@dhsc.gov.uk)

Your Email Subject Title (recommended): **CFFMCQ [Name of Your Organisation]** for example: “CFF MCQ Supplier Name”

* 1. The feedback that we receive will be reviewed, analysed and will be taken into account in finalising the provision of the “Commissioning for the Future” Pilot Training Services for DHSC. Responses will be treated confidentially and will not be shared externally. For your feedback to be taken into account, **your completed MCQ must be received by:**

**17:00 on 24 July 2023**

1. **Proposals for Consideration and Feedback**

Local Authority commissioners are at the heart of the adult social care system. The successful delivery of high-quality person-centred care services that meet individuals’ needs, hinges on the effective market shaping practices being carried out by commissioners.

Last year we conducted a Commissioning Capability Review with the sector, to better understand the existing landscape of development opportunities available to commissioners and to identify where gaps might be. The Review identified a gap around support for strategic leadership abilities in commissioning, and that any offer designed to address this gap should be flexible to individual needs and local contexts. The Review also emphasised the importance of peer learning as an effective way of sharing and developing specialist skills.

We looked to other similar sectors and the opportunities they offer for enhancing strategic leadership. The NHS have a range of programmes delivered through their Leadership Academy, and the Department for Education support frontline and local authority staff working in children’s social care through their Pathways and Upon Future Leaders programmes. We want to explore the value of similar support for adult social care, with commissioners as the focus given the central role they play. That is why, in the recent publication *Next steps to put people at the heart of care*, we committed to delivering a package of support for commissioners to strengthen the use of strategic, preventative and outcomes-based market shaping approaches.

**The “Commissioning for the Future” Pilot Training Programme**

We are looking to deliver the “Commissioning for the Future” pilot training programme which will:

* Be targeted at senior commissioners and aim to enhance strategic leadership capabilities in market shaping practices
* Be modular and delivered over a nine-month period
* Cover topical content shaped around common challenges we know commissioners are facing, introducing participants to new interventions
* Include taught days, visits and shadowing opportunities, with an emphasis on peer learning, where commissioners will have an opportunity to learn from each other and find practical solutions from action learning sets
* Be delivered through a mix of methods including in-person and virtual to maximise accessibility and participant engagement
* Provide useful tools to support commissioners and local authorities with designing effective market position statements
* Be independently evaluated

The training will not result in a qualification during the pilot period.

**Scope and nature of work**Future delivery partners will:

* Design the programme by engaging with commissioners, DASSs (Directors of Adult Social Services), providers and other key players with a role to play in market shaping
* Work alongside the organisation responsible for the independent evaluation of the pilot, in order to meet reporting requirements
* Work with the Department to deliver a comms campaign to encourage interest in the programme
* Facilitate peer learning sessions and organise provider visits
* Deliver the training through a mix of methods as appropriate, considering costs, accessibility and maximising learning benefits
* Work with the Department to set an eligibility criterion for participation on the programme and assess applications
* Deliver the training
* Meet with the Department regularly throughout the design and delivery periods to update on progress and evidence contract requirements are being met

1. **Questionnaire**
   1. DHSC wishes to seek your views on the extent of your capability, capacity and appetite for the provision of the Commissioning for the Future Pilot Training Services as described in Section 3.
   2. This exercise is intended to provide potential bidders with the opportunity to view and comment on requirement if they wish to do so. This builds on a commitment to engage with the market, by sharing information and seeking input from the market to enable us to develop the Invitation to Tender (ITT) in a fair and transparent manner. This exercise is to ensure that the ITT provides all tenderers with a clear understanding of the Department’s requirement and help reduce the number of questions that may be raised in the Tender Period.
   3. The Department of Health and Social Care will make the final decision on the content of the Invitation to Tender documentation having considered feedback.
   4. DHSC would appreciate your feedback in the form of a response to the following questionnaire, with the specific questions to be answered in the blank tables/boxes provided. Should you consider a particular question as not applicable to your organisation, please state “not applicable” in the tables/boxes provided.
   5. Participation in this Market Consultation is voluntary.
   6. DHSC wishes to encourage participation at this stage in order to ensure a wide number of responses. The market engagement processes described above do not form part of the formal procurement process. When the formal procurement process commences any supplier may join the competition and all supplier bids will be evaluated on the same basis.
   7. The Freedom of Information Act 2000 (FOIA) applies to the Department. You should be aware of the Department 's obligations and responsibilities under the FOIA to disclose, on written request, recorded information held. Information provided by you in connection with this procurement exercise, or with any Contract that may be awarded as a result of this exercise, may therefore have to be disclosed in response to such a request, unless the Department decides that one of the statutory exemptions under the FOIA applies. The Department may also include certain information in the publication scheme which it maintains under the FOIA.
   8. In certain circumstances, and in accordance with the Code of Practice issued under section 45 of the FOIA or the Environmental Information Regulations 2004, the Department may consider it appropriate to ask you for your views as to the release of any information before a decision on how to respond to a request is made. In dealing with requests for information under the FOIA, the Department must comply with a strict timetable and the Department would, therefore, expect a timely response to any consultation within two working days.
   9. You may provide information which is confidential in nature and which you may wish to be held in confidence. You must give a clear indication which type of material is to be considered confidential and why it is considered to be so, along with the time period for which it will remain confidential in nature. The use of blanket protective markings such as "commercial in confidence" will no longer be appropriate. In addition, marking any material as confidential or equivalent should not be taken to mean that the Department accepts any duty of confidentiality by virtue of such marking. Please note that even where you have indicated that information is confidential the Department may be required to disclose it under the FOIA if a request is received.
   10. The Department cannot accept that trivial information or information which by its very nature cannot be regarded as confidential should be subject to any obligation of confidence.
   11. Whilst the Department expects to proceed to procurement in due course, there is no obligation to do so as a consequence of this early market engagement activity.
   12. The publication of any documents at this stage is intended to provide potential bidders with the opportunity to view and comment on a draft specification for the requirement. The Department does not intend to be bound by any information at this stage. The Department makes no commitment to accept recommendations or suggestions. Once published, the Invitation to Tender will contain the final requirements in relation to this service. All previous versions, including any documents published at this stage should be disregarded.

**The Commissioning for the Future Training Delivery Programme Pilot: Market Consultation Questionnaire**

Please complete:

|  |  |
| --- | --- |
| **Supplier Name** |  |
| **Supplier Address** |  |
| **Supplier Company Registration Number** |  |
| **Key Contact Name** |  |
| **Email Address** |  |
| **Telephone Number** |  |

**This exercise does not form part of any formal procurement process.**

All responses will be carefully considered but will not bind DHSC to any particular approach to the procurement, nor will responses be treated as conveying any promise or commitment on the part of the respondent.

***Please limit answers to a maximum of 500 words per question.***

1. Is your organisation interested to bid for this procurement? If not, we would appreciate if you could provide an explanation and whether the Department could take any steps to encourage greater participation?

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| --- |
| 500 words max. |

1. Do you have the ability and capacity to deliver everything stated in the Scope and Nature of the Works within Section 3.

Y/N?

1. Do you have any general comments on the scope of work which we might use when developing our specification?

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| --- |
| 500 words max. |

1. Critical success factors, e.g.:
   1. **The types of associated costs that need to be factored in** (e.g. recruitment, design, participation etc)?

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| --- |
| 500 words max. |

* 1. **The level of participation costs that need to be factored in:** We are considering participation costs will be between £1k and £3k – does this sound realistic and please explain your reasoning?

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| 500 words max. |

* 1. **The timeframes allocated to design:** We are planning to allocate six months for the design of this programme. Does this sound achievable and please explain?

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| 500 words max. |

* 1. **Other:** What are the other critical success factors for the proposed training programme?

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| 500 words max. |

1. What are the major barriers to success? How might these be overcome?

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| 500 words max. |

1. What would be the most appropriate Social Value theme to deliver on during this project?  Why?

[Procurement Policy Note 06/20 – taking account of social value in the award of central government contracts - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/procurement-policy-note-0620-taking-account-of-social-value-in-the-award-of-central-government-contracts)

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| 500 words max. |

1. Would you consider forming a consortium (joint bid) with other providers under a prime provider model?  Please explain the reasons for your answer and your views on this contracting model.

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| 500 words max. |

1. What elements of the specification (if any) do you foresee requiring the use of sub-contractors? If so, what would their responsibilities be?

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| 500 words max. |

1. Please provide details on the top 3 KPI’s you would expect to see for this type of service including how these could be measured.

|  |  |
| --- | --- |
| **Top 3 KPI’s** | **Measurement** |
| 1. |  |
| 2 |  |
| 3. |  |

1. What does your organisation consider to be the top risks (up to 3 in order of criticality) to the successful delivery of the contract for the above services? What mitigating action do you think can be taken by DHSC and/or suppliers?

|  |  |  |  |
| --- | --- | --- | --- |
| Rank | Risk and description  (up to 3) | Risk Mitigation | Who is best placed to manage this Risk (DHSC, Supplier or both?) |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

1. If possible, describe up to a maximum of three (3) innovative approaches that you have used or are currently developing and include feedback from any user experience.

Note: this information is anonymous and will be reviewed by DHSC to be included into the finalised specifications if this tender is published.

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| 500 words max. |

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| 500 words max. |

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| 500 words max. |

1. Would you like to join us for a **Supplier Event** (Virtual attendance planned on **2 August 2023 at 11.00am.** If yes, please state the names and email addresses of the representatives so that we can send a diary invite to them and advise to hold a slot in their diary for a 1.5h virtual meeting on that day.

Yes/No

Name(s), email address(es)

1. Do you have any other comments regarding the proposals set out in this MCQ?

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| --- |
| 500 words max. |

DHSC would like to **thank you** for taking the time to respond to this questionnaire.

**To reconfirm, please send your response to the following:**

Name: Daiga Allen

E-mail: [Daiga.Allen@dhsc.gov.uk](mailto:Daiga.Allen@dhsc.gov.uk)

Your Email Subject Title (recommended): **CFF MCQ [Name of Your Organisation]** for example: “CFFP MCQ Supplier Organisation”

**END OF QUESTIONNAIRE**