

1 August 2024

**Appendix A**

**Early Market Engagement for WSCC Supported Accommodation Housing Pathway to 16-25 Year Olds**

**Market Testing Questionnaire**

All information supplied will be treated as strictly private and confidential and will not be divulged to any other parties other than those West Sussex County Council members of staff directly involved in the project.

The Council wishes to engage with the market to seek views on key aspects of the project in order to:

• Gain an insight into current and / or potential opportunities.

• Explore the range of commercial models / capabilities for external delivery.

• Obtain feedback on the scope of services to be included.

• Understand where and how Organisations think they could play a role and add value to the service.

• Areas of current market pressures and innovation.

• Help the Council to understand current financial and pricing models.

• Ascertain a general commercial understanding of the market.

• Understand market availability of support and services and use of other technological solutions / systems.

This approach is intended to help influence the way in which services are commissioned going forward. The outcome of the market engagement will inform the best model for service delivery.

The precise form, structure, scope and duration of the proposed procurement opportunity are still to be determined by the Council.

Please note this is not an invitation to a competition. This is only an Early Market Engagement exercise which is meant to help WSCC to understand the market better and to shape the specification and tender documents in order to prepare for tendering later this year.

**Please email your responses to this Questionnaire to:** [strategic.housingCYPL@westsussex.gov.uk](mailto:strategic.housingCYPL@westsussex.gov.uk) **by 28 August 2024.**

**Part 1 - Information on Your Organisation:**

|  |  |  |
| --- | --- | --- |
| **No** | **Question** | **Your response** |
| 1 | Name of the Organisation |  |
| 2 | Contact Name |  |
| 3 | Telephone No |  |
| 4 | E-mail Address |  |
| 5 | Nature of Business and services you currently provide |  |
| 6 | Please indicate, if applicable, any subsidiary companies run by your organisation |  |
| 7 | If part of a group, please indicate brief details of the ultimate holding company |  |
| 8 | What is your company’s level of interest and ambition in terms of working within West Sussex? Please rank between 1 and 5 (where 1 is not interested and 5 is where West Sussex is a significantly important territory to you |  |

**Part 2 - Information about the Requirement**

**Q1** Please mark with an ‘x’ the areas where your company would be interested in providing services:

|  |  |
| --- | --- |
| **Area** | **Interested** |
| Bognor Regis |  |
| Worthing |  |
| Lancing |  |
| Shoreham |  |
| Horsham |  |
| Crawley |  |
| Chichester\* |  |

**Q2** Would you be interested/able to provide emergency accommodation services?

Yes/ No

**Q3**

**Please indicate:**

1. **The geographical area/s and number of young people you would be interested in providing this service to.**
2. **Staff allocation and range of pay in relation to the area.**

*If you click on ‘Choose an item’ in the table below, there will be a drop-down list of numbers to choose from:*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Number of Young People that could be accommodated in:** | | | **Staff/Pay related to each location that will be provided** | | |
| **Area** | **Foyer Setting** | **Transitional** | **Emergency 18+** | **Total No. staff of day-to-day staff required** | **Range of pay (per hour) minimum to maximum** | **No. of the total staff covered through the service charge** |
| Bognor Regis | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. |
| Worthing | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. |
| Lancing | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. |
| Shoreham | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. |
| Horsham | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. |
| Crawley | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. |
| Chichester | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. | Choose an item. |

**Q4 Priorities**

Please put the following list in order of priorities with 1 being top priority (funding dependent).

|  |  |  |
| --- | --- | --- |
| **No** | **Activities** | **Top priority (1-9)** |
| 1 | Number of YP receiving accommodation |  |
| 2 | Maintenance of buildings |  |
| 3 | Protected Key worker Time |  |
| 4 | Education and Employment Partnership for YP |  |
| 5 | Day to Day Staffing |  |
| 6 | Retaining Staff |  |
| 7 | Level 4 Trauma Informed and Bespoke Pathway for staff |  |
| 8 | Emotional Wellbeing Case Workers |  |
| 9 | Affordable personal service charge |  |

**Q5** A capped personal service charge per person per week will be required, which is affordable and proportionate to cover personal charges for:

* Heating
* Electricity
* Water Rates

1. For you as a provider, what would the proportionate and affordable cost for the above be, per person, per week?
2. What benefits, in your opinion, are there having a capped personal service charge that is affordable and consistent across the county?

**Your response to Q5:**

**Q6** Please let us know what maintenance and repair model you would implement (see the Requirement Overview document (draft)) to avoid unnecessary delays to living environment.

**Your response to Q6:**

**Q7** What are the benefits and challenges of having dedicated keyworker costs ring fenced?

**Your response to Q7:**

**Q8** What innovative ways would you use the banked key worker hours for to progress YP with wellbeing, life skills, intense support, education, employment and tenancy ready?

**Your response to Q8:**

**Q9** What is needed to enable you to retain permanent staff and reduce agency staffing?

**Your response to Q9:**

**Q10** How will you manage the minimum night staff and no lone working?

**Your response to Q10**

**Q11** Annually, how many staff will be able to undertake the Level 4 trauma informed pathway which will consist of 5 days in the university and 10 days distant learning?

**Your response to Q11**

**Q12 Please would you be able to share your views on the proposed redesign, provide us with your view of the proposed redesign as set out in the supporting Draft Requirement document that we have provided with the notice?**

|  |  |
| --- | --- |
| **Area of Redesign** | **Your response to Q12:** |
| Number of YP receiving accommodation |  |
| Maintenance of buildings |  |
| Protected Key worker Time |  |
| Education and Employment Partnership for YP |  |
| Day to Day Staffing |  |
| Retaining Staff |  |
| Level 4 Trauma Informed and Bespoke Pathway for staff |  |
| Emotional Wellbeing Case Workers |  |
| Affordable personal service charge |  |

**Q13 The Council is very keen to include social value and environmental questions in the Tender documents when they are released later this year.**

Which Themes would be, in your opinion, relevant to the services you provide and should be considered? Please tick in the below table.

|  |  |
| --- | --- |
| **THEME** | **Relevant** |
| **Jobs** Promote Local Skills and Employment |  |
| **Growth** Supporting Growth of Responsible Regional Business |  |
| **Social** Healthier, Safer and more Resilient Communities |  |
| **Environment** Decarbonising and Safeguarding our World |  |
| **Innovation** Promoting Social Innovation |  |

**Q14.How do you feel the ‘Village Through Commissioning’ Model will impact and support your service?**

**Your response to Q14:**

**Q15 Would you be interested to attend our engagement event – a virtual event organised 11 September 2024?**

Yes/No

**Q16 Are there any questions you would like us to cover on the day?**

**Your response to Q16:**

End.