

11/09/2025

NN-ICB/25-1296

Dear Requestor

Re: Freedom of Information Request

Thank you for your request for information, received on 19 August 2025, regarding services commissioned from Change Grow Live (CGL) in Nottinghamshire. We have processed your request in accordance with the Freedom of Information Act 2000 (FOIA).

Under the FOIA, public authorities like ours are required to respond to requests for information within 20 working days. In response to your request, I can confirm that we do not hold the information requested.

Details of your request:

Under the Freedom of Information Act 2000, please provide the following for the last five full financial years (2019/20–2023/24) and the current year to date, relating to services commissioned from Change Grow Live (CGL) in Nottinghamshire. This request includes information held by the ICB or held on your behalf by CGL or any other contracted provider (FOIA s3(2)(b)).

A. Policies / guidance / training (governance)

1. Copies of any policies, guidance, SOPs, training materials or commissioner expectations provided to or received from CGL that refer to: a. Staff substance use (alcohol, illicit drugs, prescription medicines), and/or b. Staff use of cannabis-based medicinal products (CBMPs) prescribed lawfully in the UK.
2. Any equality impact assessments, risk assessments, or briefing notes since 2018 that consider staff prescribed CBMPs or other controlled drugs.
3. Any PiPoT/safeguarding frameworks or flowcharts provided to/received from CGL that mention staff substance use or prescribed CBMPs.

B. Contract / performance management

1. Relevant parts of the service specification, schedules, contract clauses, or policies register requiring CGL to: a. Maintain staff substance-use policies b. Report staff substance-use incidents/cases/serious incidents to the ICB c. Assist the ICB with FOI responses (information held on the ICB's behalf) d. Comply with the Equality Act 2010 in relation to workforce matters (e.g. reasonable adjustments for disabled staff).

C. Monitoring returns / dashboards (anonymised)

1. Copies of anonymised monitoring returns/dashboards CGL supplied to the ICB that include staff substance-use indicators (if any).
2. If dashboards are not readily shareable, please provide the data fields/definitions for any staff-related substance-use indicators reported by CGL.

D. Aggregated numbers (counts) Please provide annual counts (FY basis) of staff substance-use cases reported by CGL to the ICB, broken down by:

1. Substance category: a) Alcohol b) Illicit drugs – non-cannabis c) Illicit cannabis d) Prescribed CBMPs (lawful) e) Prescribed controlled drugs (e.g. morphine/oxycodone/diazepam/other)
2. Context: relates to workplace conduct / outside of work (if recorded)
3. Route: whether treated as PiPoT/safeguarding referral (yes/no)
4. Outcome (if recorded at commissioner level): no action; OH only; adjustments; informal action; formal warning; restriction/suspension; dismissal; ongoing.

If exact breakdowns are not held, please provide the closest available categories and state any limitations.

E. Recording practices

1. A short note on how the ICB captures staff substance-use data from CGL (e.g. SI logs, contract KPIs, ad-hoc escalations).
2. Whether the ICB requires providers to notify the ICB of PiPoT cases involving prescribed medication.
3. Whether substance type and prescribed vs illicit use are recorded.

Our response to your request:

The ICB does not hold this information, as it does not have a contract with Change Grow Live (CGL).

If you are unhappy with the way in which your request has been handled, NHS Nottingham and Nottinghamshire Integrated Care Board (ICB) has an internal review procedure through which you can raise any concerns you might have. Further details of this procedure can be obtained by contacting Lucy Branson, Director of Corporate Affairs via lucy.branson@nhs.net or by writing to FOI Team at NHS Nottingham and Nottinghamshire ICB, Sir John Robinson House, Sir John Robinson Way, Arnold, Daybrook, Nottingham NG5 6DA.

If you remain dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office (ICO), who will consider whether the organisation has complied with its obligations under the Act and can require the organisation to remedy any problems. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by NHS Nottingham and Nottinghamshire ICB. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/for-the-public/>.

Complaints to the Information Commissioner's Office should be sent to:

FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone 0303 123 1113 or report a concern via <https://ico.org.uk/concerns/>.

Yours sincerely

Freedom of Information (FOI) Officer on behalf of NHS Nottingham and Nottinghamshire Integrated Care Board

nnicb-nn.foi@nhs.net

All information we have provided is subject to the provisions of the Re-use of Public Sector Information Regulations 2015. Accordingly, if the information has been made available for re-use under the [Open Government Licence](#) (OGL) a request to re-use is not required, but the license conditions must be met. You must not re-use any previously unreleased information without having the consent of NHS Nottingham and Nottinghamshire Integrated Care Board. Should you wish to re-use previously unreleased information then you must make your request in writing (email will suffice) to the FOI Lead via nnicb-nn.foi@nhs.net. All requests for re-use will be responded to within 20 working days of receipt.