

NHS Leadership Academy
No. 3 The Embankment,
Sovereign Street,
Leeds, LS1 4BJ

Caroline Stearman Ltd


FAO: 

22/08/22

Contract Award Notice – Specification Reference NHSLA.NAT.364

Thank you for your application, received 01/07/22, for the provision of GMTS Action Learning Set (ALS) - September 2022 Intake; Cohort 11 Lot 2.

1. We are pleased to confirm that your application has been successful, and you have been awarded a contract for: GMTS Action Learning Set (ALS) - September 2022 Intake; Cohort 11 Lot 2.
2. The award criteria for this contract were detailed in the Specification document shared via email on 16/06/22. The technical / quality element made up of 80% of the total score, with the price element 20% of the total score. The overall score you obtained against the award criteria for your written bid was 83.7 out of a maximum of 100.
3. The contract is awarded based on the costings and day rates submitted in your response, up to a total day rate price of  Please see **Appendix A Contract Detail** for a full breakdown. Travel and accommodation expenses are not payable separately under this specification.
4. The contract period for this specification is 01/09/22 to 31/08/24.
5. The contract will come into existence once the Academy receives your email confirming acceptance and availability to proceed with the work detailed within specification NHSLA.NAT.364 and your associated bidder response. Please forward this to Faculty@leadershipacademy.nhs.uk by return.
6. Once in receipt of your confirmed acceptance, the Academy will allocate this work to your Faculty Framework Contract and associated terms (NHS/SoEPS/18.412) and connect you with the commissioning team to enable the work to progress.

A purchase order, to inform your usual invoicing process, will be requested by the commissioning team and notified to you. Once in place, the PO confirms the conclusion of the contractual process.

Thank you for your interest in the Academy and we look forward to working with you on this contract.

Yours sincerely,

Faculty Resource Team, NHS Leadership Academy
Leadership and Lifelong Learning

AGREEMENT

Signed for and on behalf of **NHS England**.

Signed for and on behalf of **Caroline Stearman Ltd**:

APPENDIX A: CONTRACT DETAIL

Caroline Stearman Ltd

NHSLA.NAT.364

Contract Terms: Faculty Framework NHS/SoEPS/18.412

Contract Date: 01/09/22 to 31/08/24

1. Summary Programme Information

- Provide expert facilitation to peer-supervision sets
- Working closely with the ALS faculty lead, guide and lead the facilitators through the ALS Programme, providing expertise around Action Learning Set practice
- Supporting the participants where needed, acting as a point of escalation from the ALS Facilitators
- Working to deliver a comprehensive and cohesive series of development modules through which your facilitation of thought-provoking, challenging and stimulating experiences – working with both large and small groups – will ensure that participants will be fully engaged and supported in developing their learning and leadership practice.
- Provide expertise and support to ensure the ongoing review and refinement of the current programme design, as well as the delivery of both in person and virtual residentials
- Attend, co-design and co-deliver mobilisation days for facilitators who may be new to the ALS programme, with support from the GMTS team
- Working with Alan Nobbs, attend and assess ALS Facilitators at the ALS facilitator Assessment Centres, appointing those successful to the programme

2. Contract Pricing Detail

Full costing details submitted and accepted under this specification and award are as follows:

Item / Activity	Days	Day Rate	Total Price
SUB-TOTAL (DAY RATES)		N/A	
Expenses (Estimated – add detail if applicable)	N/A	N/A	N/A
SUB-TOTAL (EXPENSES)	N/A	N/A	N/A
TOTAL		N/A	£31,000

Additional Notes:

1. All prices above exclude VAT at the prevailing rate, where applicable
2. Expenses are not payable under this specification