**Clarification Questions & Answers**

**Contract Reference: C22-0087-1664**

**Title: Executive Leadership Team Coaching: Organisational Health**

**Q1** Please detail the number of individuals that make up the executive team

A1 7 (CEO, Chief Scientist, 4 Directors and Head of Organisational Development)

**Q2** Can you provide insight into the areas of identified development for this team – what specific development areas are you looking for this project to address? (we are able to cover the majority of areas for leadership development, and we would like to ensure we align our tender to the correct focus areas for the six sessions) – With sessions 1 & 2 provisional dates being early July 2022, have you identified priority focus areas?

A2

* translating strategy day to day
* consistency in messaging
* managing workload/prioritisation
* direction and decision making
* communication outcomes and flow of info
* visibility and availability
* role modelling
* staff development and coaching

**Q3** Under point 5 of Annex A, you state the need for circa 50 hours of coaching over the course of the coaching – is this in total or per-individual?

A3 This is in total

**Q4** Under point 11, you mention that the start up meeting will be via teams, then you ask for a cost to attend the start up meeting in Peterborough or Aberdeen. Can you clarify your preference please.

A4 A start up meeting via MS Teams is preferable