

NHS Leadership Academy

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

Practive Ltd
[REDACTED]

16 August 2022

FAO: [REDACTED]

Contract Award Notice – Specification Reference NHSE.NAT.370

Thank you for your application, received 11 July 2022, for the provision of *Perinatal Quadrumvirate: Culture and Leadership Development Programme*.

1. We are pleased to confirm that your application has been successful, and you have been awarded a contract for: Perinatal Quadrumvirate: Culture and Leadership Development Programme.
2. The award criteria for this contract were detailed in the Specification document originally shared via email on 13 June 2022, with further clarification shared on 29 June 2022.
3. For your application, the qualitative element was scored at 82/90 and the pricing scored at 9.7/10. The overall score you obtained against the award criteria for your bid was 91.7 out of 100.
4. The contract is awarded based on the costings submitted in your bid, up to a total maximum contract price of £598,495.00 (excluding VAT), covering [REDACTED] Please see *Appendix A Contract Detail* for a full breakdown. Travel and accommodation expenses are payable under this specification, within the maximum provision for this given within the total contract price.
5. The contract period for this specification is 16 August 2022 to 31 March 2024. Refer to Appendix A, Section 2.3 for details of the contract financial year split.
6. The contract will come into existence once the Academy receives your signed agreement, through the digital signature portal, confirming acceptance and availability to proceed with the work detailed within specification NHSE.NAT.370 and your associated bid response.
7. 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 **Practive Ltd**:

By signing, you are indicating your agreement of the detail laid out within the Contract Award Notice and Appendix A (Contract Detail); and confirming your availability to proceed with the work awarded under specification NHSE.NAT.370 Perinatal Quadrumvirate: Culture and Leadership Development Programme.

APPENDIX A: CONTRACT DETAIL

Practive Ltd

NHSE.NAT.370

Contract Terms: Faculty Framework NHS/SoEPS/18.412

Contract Date: 16 August 2022 to 31 March 2024

1. Contract Summary Information

Provision of the design and delivery of a *Culture and Leadership Development Programme* for the perinatal quadrumvirate (Head or Director of Midwifery, Obstetric Clinical Director or Lead, Neonatal Clinical Director or Lead and Maternity Operations Manager) in all Trusts providing maternity services in England, focused on developing the quadrumvirate both as individual leaders and as a leadership team with responsibility for perinatal services.

1.1 Aims, Ambition, Objectives and Programme Content

The aim of this programme is to develop the leadership skills of the quadrumvirate individually and as a group, to enable improved safety culture within perinatal services.

Learning will take place at three levels:

1. Cohort
2. Action Learning Set
3. Individual

Please refer to specification NHSE.NAT.370 requirements, which outlines the full programme aims, and a detailed list of indicative programme content to be included in the design of the programme.

1.2 Contract Deliverables

1. *Design and Development:*

[REDACTED]

2. *Delivery:*

[REDACTED]

ITEM	LEARNING LEVEL	TOTAL
[REDACTED]		

2. Contract Pricing Detail

The contract will run from 16 August 2022, through to 31 March 2024. However, it should be noted that continuation of the project into 2023/24 financial year will be dependent on confirmation of budgets and business plans (expected to be received in Quarter 4 2022/23), however it is expected that new budgets will be approved for this work as a key priority, allowing planned cohorts to run through to completion, potentially up to 31 March 2024.

The award will therefore be made on a contract plus basis crossing financial years, with a budget split of [REDACTED]

2.1 Total Contract Costs

The work will take place within the total contract price outlined below. However, it is noted that the design phase may present changes and may therefore require a recalibration across section 1.

In this instance, Practive Ltd will work within the set parameters of the total contract award price to ensure the programme is delivered effectively and within the agreed total contract value.

SECTION 1: DESIGN, DEVELOPMENT AND OVERALL PROJECT COSTS			
ITEM	DAYS / UNIT	RATE	TOTAL
SECTION 1 SUB-TOTAL			
SECTION 2: COHORT DELIVERY COSTS (22 COHORTS)			
ITEM	DAYS / UNIT	RATE	TOTAL
SECTION 2 SUB-TOTAL			
GRAND TOTAL			£598,495.00
PER COHORT DELIVERY COST (EXCLUDES DESIGN & DEVELOPMENT COSTS)			
PER PARTICIPANT COST (EXC. DESIGN & DEVT COSTS, 32 PER COHORT)			

2.2 Per Cohort Costs

Delivery takes place across [REDACTED], with a per cohort price of [REDACTED] (excluding VAT). In the event that overall delivery volumes reduce, billing can take place in line with actual cohorts delivered, where the cost to deliver one cohort is made up of:

PER COHORT DELIVERY COSTS	DAYS / UNIT	RATE	TOTAL
TOTAL			

2.3 Financial Year Split

The total contract price of £598,495.00 (excluding VAT) is divided across financial years, in line with the delivery plan for 4 x programme intakes.

Allowance for the [REDACTED] are split between financial years, as per the planned intake delivery timetable.

ITEM	ESTIMATED TIMELINE	YEAR 1 FY 2022/23	YEAR 2 FY 2023/24	TOTAL
TOTAL				£598,495.00

Additional Notes on Cost:

1. All costings exclude VAT at the prevailing rate, where applicable
2. Expenses are payable under this specification, with maximum capacity included under Total Contract Costs, item 2.3, with a total maximum value of [REDACTED] as per the bid costings. Expense requirements should be managed within this total value and must not exceed this.
3. Where recalibration of the planned elements is required, this should be completed within the set parameters of the Total Contract Price of £598,495.00 (excluding VAT), working in close collaboration with the Clinical Leadership Team and Maternity Transformation Team to approve the final design / structure.
4. Invoicing: Payments will be made at key stages of delivery, which can be agreed at project outset, as per the final delivery plan and timescale. A Call Off Purchase Order will be created, and invoicing can take place on a staggered basis across the total contract term.
5. It should be noted that delivery of cohorts is dependent on demand for places. In the event that overall delivery volumes reduce as a result of a lack of participant numbers, invoicing can take place against actual cohorts delivered at a per cohort cost of [REDACTED] (excluding VAT). See Section 2.2.

3. Contract Dates and Extension

The contract will run from 16 August 2022, through to 31 March 2024. Continuation of the project into 2023/24 financial year will be dependent on confirmation of budgets and business plans (expected to be received in Quarter 4 2022/23), however it is expected that new budgets will be approved for this work as a key priority, allowing planned cohorts to run through to completion, potentially up to 31 March 2024

Ongoing management of the contract and deliverables will take place as the project progresses. It is expected that the programme provision will be reviewed in January 2023, and confirmation of the delivery of the contract in the second year (2023/24) across delivery of Intakes 3 and 4, will be provided via written confirmation.

The summary term and contract values are:

DETAILS	DATE	VALUE
TOTAL (Excluding VAT)		£598,495.00