COP19-2024 – Facilitation Skills

Pre-Market Engagement

July 2024

**College of Policing**

**Market engagement specification – Facilitation Skills**

1. **Introduction & Background**

1.1The College of Policing (the Authority) is the Professional Body for all in policing in England and Wales. Working together with everyone in policing, we share the skills and knowledge officers, and staff need to prevent crime and keep people safe.

We set the standards in policing to build and preserve public trust and we help those in policing develop the expertise needed to meet the demands of today and prepare for the challenges of the future.

We have a mandate to set standards in professional development, including codes of practice and regulations, to ensure consistency across the 43 Home Office forces in England and Wales.

We also have a remit to set standards for the police service on training, development, skills, and qualifications, and we will provide maximum support to help the service implement these standards.

Further information is available on the College website: [Working together | College of Policing](https://www.college.police.uk/)

1.2 Multiple investigations and reviews have highlighted the existence of sexist, misogynistic and racist behaviours within policing. The Authority has applied a behavioural science approach to help understand what is enabling these behaviours to persist in policing and what interventions are most likely to be successful in tackling them.

1.3 Following extensive research, four interventions have been identified that collectively aim to support supervisors to deal with sexism, misogyny, and racism within their teams. These interventions are:

* Regular pulse checks which track local culture in real-time to increase awareness and accountability.
* Evidence-driven communications which increase motivation and commitment to change.
* Training for supervisors which simulates problematic encounters to practice intervening on inappropriate behaviour
* Peer reflection sessions held monthly that provide supervisors with a safe environment to continue to discuss and improve the handling of poor behaviour.

1.4 The Authority is currently developing these interventions and will be piloting them with a few forces later this year.

1.5 Integral to the effectiveness of these interventions are the facilitators who deliver the experiential training and the peer reflection sessions.

1. **Supplier requirements**

The Authority are looking to appoint a Supplier to develop and deliver an input on facilitation skills for sensitive topics, enabling force facilitators to create a psychologically safe learning environment. In addition to this, the Supplier will be expected to provide ongoing mentoring support to a group of pilot force facilitators.

1. **Scope of the Contract**

The Authority intends to develop two linked interventions that aim to provide police supervisors of Sergeant rank and staff equivalent with a safe space to learn and reflect on their role in challenging inappropriate behaviour within their teams. The interventions are:

* an experiential training course and
* a series of peer reflection sessions.

The experiential training is a two-day in person course that requires supervisors to observe, demonstrate, and receive constructive feedback on their ability to recognise indicators of sexism, misogyny and racism and prevent the continuation or escalation of unacceptable behaviour as someone with supervisory responsibilities. The training also aims to elicit reflection on their collective role as supervisors in driving culture change.

While the training should provide supervisors with the knowledge and skills to tackle inappropriate behaviour and motivate them to see it as their role to intervene, we do not expect a one-off training course to significantly change behaviour. The intention therefore is for the supervisors to reconvene following the training monthly for one hour to continue their reflections, safely share experiences and learn from their peers.

Critical to the success of the interventions will be the way they are facilitated. Expert facilitation will be necessary to create a training environment and reflective space where delegates feel safe to express their honest views in relation to sexism, misogyny and racism and reflect on their own behaviour and experiences to enable them to learn.

To ensure the interventions are scalable nationally post-pilot, the Authority will be using a Train the Trainer model for the pilot. This means that each pilot force will nominate two or more individuals to deliver the training and run the peer reflection sessions during the pilot. While the Authority will provide some guidance on the characteristics and skills needed from the individuals, it is anticipated that the forces will draw from their existing pool of trainers and that those trainers might not have previous experience of facilitating sessions of a similar nature. The Authority is therefore seeking a suitably qualified Service Provider to upskill the pilot force facilitators to enable them to deliver the training and peer reflection sessions in a safe and effective way.

The wellbeing of and support for the facilitators is also vital to ensure the longevity and success of the interventions. Thus, the Authority is also seeking the Service Provider to facilitate an ongoing mentoring service, in particular to support the facilitators with the monthly peer reflection spaces.

1. **Key deliverables**

A one-off session for pilot force facilitators that increases their confidence and ability to create psychologically safe learning environments and enables them to effectively facilitate discussions of a sensitive nature, particularly around experiences of sexism, misogyny, and racism.

Ongoing mentoring support to the pilot force facilitators for the duration of the contract.

1. **Pre-Market Engagement Questions to Suppliers**

As part of this Pre-Market Engagement the Authority would like to ask Suppliers to answer the following questions. This will help the Authority to finalise the specification document and support the development of a robust Business Case for the work and resulting contract.

Interested Suppliers must respond to the question set as outlined below – by completing this document and emailing it back to [Bea.Wilkinson@college.police.uk](mailto:Bea.Wilkinson@college.police.uk).

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| **Q1. It is anticipated the one-off facilitation skills session will be held face-to-face. What would be the recommended length of the one-off session and what should it cover?**  **Your answer should be limited to 500 words** |
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| **Q2. What would be the recommended way to provide ongoing mentoring support to the pilot force facilitators during the pilot?**  **Your answer should be limited to 500 words** |
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| **Q3. Can you provide an indicative price to co-deliver the two-day training course alongside a pilot force facilitator, per force? Please assume the course would be run five times, with 15-20 delegates per course.** |
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| **Q4. Can you provide an indicative price to co-facilitate the peer reflection sessions, per force? Please assume there will be five cohorts with 15-20 people per cohort and the hour sessions would be held monthly for six months i.e. five one hour sessions per month for six months.** |
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1. **Confidentiality Requirements**

In compliance with the Authority’s legal requirements for processing personal information as governed by the general data protection regulation (GDPR) and the data protection act 2018 (DPA), all information supplied by the Authority shall be treated in a secure and confidential manner by the Supplier, including all delegate, and results related data being held by the Supplier. In particular, the Supplier will ensure adequate controls and safeguards are in place when processing special categories of information.

The Supplier must ensure that they apply proportionate system security measures to protect all data and all information that they create, handle, transmit/transfer, share, store or dispose of in relation to this contract.

1. **Intellectual Property rights**

All Intellectual Property Rights will remain with the College, following the development of any creative advertising materials and products.

1. **Security and vetting requirements**:

The Authority requires the SPS Provider to ensure all staff to be utilised have security clearance or ability to obtain security clearance to the level of NPPV2 from the project start date.

1. **Timescales**

**Completed Questionnaire’s must be submitted by**

**Friday 12th of July 2024 16:00 hrs.**

Any responses received after this date will not be evaluated.

The Authority envisages to run a short tender exercise following this pre-market engagement and anticipate to be able to award a contract with the following timelines:

**Contract start date:** Ideally 1st September 2024 – or as soon as possible thereafter.

**Length of contract:** 31st March 2025 – with a possible extension option for another 6 months.