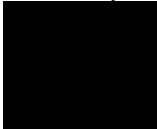


Work Psychology Hub


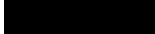
NHS Leadership Academy
No. 3 The Embankment,
Sovereign Street,
Leeds, LS1 4BJ

FAO: 

18 March 2022

Contract Award Notice – Specification Reference NHSLA.NAT.357

Thank you for your application, received 10 March 2022, for the provision of Trans Experiences in the NHS: Literature Review.

1. We are pleased to confirm that your application has been successful, and you have been awarded a contract for: Trans Experiences in the NHS: Literature Review.
2. The award criteria for this contract were detailed in the Specification document originally shared via email on 18 February 2022, with the closing date extended by one week, via the subsequent email of 3 March 2022.
3. For your application, the qualitative element was scored at 50/80, and the pricing scored at 20/20. The overall score you obtained against the award criteria for your bid was 70 points out of a maximum of 100.
4. The contract is awarded based on the costings and day rates submitted in your response, up to a total price of £28,012.50 (excluding VAT), covering . Please see **Appendix A Contract Detail** for a full breakdown. Travel and accommodation expenses are not payable separately under this specification.
5. The contract period for this specification is 18 March 2022 to 30 June 2022.
6. 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.357 and your associated bidder response. Please forward this to Faculty@leadershipacademy.nhs.uk by return.
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 Trust Development Authority**, as part of NHS England and NHS Improvement:

Signed for and on behalf of **Work Psychology Hub**:

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 NHSLA.NAT.357 Trans Experiences in the NHS: Literatures Review.

APPENDIX A: CONTRACT DETAIL

Work Psychology Hub NHSLA.NAT.357

Contract Terms: Faculty Framework NHS/SoEPS/18.412

Contract Date: 18 March 2022 to 30 June 2022

1. Summary Programme Information

The Leadership Academy intends to capture the leadership and development needs, experiences, and career stories of our trans community, capturing lived experiences and identifying areas for development with a view to offering practical briefings for leaders and facilitated trans allyship sessions. This contract covers the delivery of the initial phase of this work: undertaking a literature review to identify the material that already exists in this space and to inform and develop further research and development.

Activity under this contract includes:

- Conducting a review on the available trans inclusion resources and identify the gaps that exist.
- Review existing materials and produce practical briefings on:
 - Trans people and the law
 - Inclusive terminology
 - Key inequalities faced by trans people
 - Key challenges as a leader
- Produce a final report with recommendations for future action

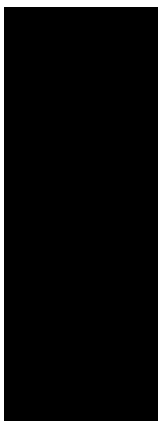
Key deliverables of this contract include:

1. Initiation meeting / conversation with Programme Lead and Research team to refine and confirm the scope of the project
2. Begin work on the literature review, undertaking a comprehensive review of existing research and literature to inform the review
3. Provision of updates to the Programme Lead and Research team, providing an overview of progress and an opportunity to discuss any issues
4. Literature review, reports and briefings complete and submitted to REI team (est. end May 2022)

Please note, one additional month is provided within the contract duration, to account for any unforeseen delays to the schedule of work, and to allow for the agreement of the final work plan at project outset.

2. Contract Pricing Detail

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



Additional Notes:

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