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Planning

## **WYCA Integrated Equity, Diversity and Inclusion Training**

West Yorkshire Combined Authority

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-026779

Procurement identifier (OCID): ocids-h6vhtk-0492db

Published 22 August 2024, 10:04am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

West Yorkshire Combined Authority

Wellington House, 40-50 Wellington Street

Leeds

LS1 2DE

#### **Contact**

Claire Shardlow

#### **Email**

[Claire.Shardlow@westyorks-ca.gov.uk](mailto:Claire.Shardlow@westyorks-ca.gov.uk)

#### **Telephone**

+44 1132517272

#### **Country**

United Kingdom

**Region code**

UKE4 - West Yorkshire

**National registration number**

8876556

**Internet address(es)**

Main address

<https://www.westyorks-ca.gov.uk>

Buyer's address

<https://yortender.eu-supply.com/ctm/Company/CompanyInformation/Index/103257>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://uk.eu-supply.com/ctm/Supplier/Documents/Folder/89836>

Additional information can be obtained from the above-mentioned address

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

WYCA Integrated Equity, Diversity and Inclusion Training

Reference number

PIN ONLY

#### **II.1.2) Main CPV code**

- 80000000 - Education and training services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

West Yorkshire Combined Authority is looking to commission foundational equity, diversity, and inclusion training to be provided as part of our induction process, as well as additional modules to deliver more advanced training to those recruited to be people managers and senior leaders. The training would be expected to be delivered every 3 – 4 months through the year in hybrid form, with the trainers being on-site at the Leeds office.

Please note this PIN is for prior information only to inform potential suppliers of an upcoming opportunity and an ENGAGEMENT EVENT for interested bidders. Please see II.2.14) Additional Information below for further information.

There are no documents attached to this notice.

#### **II.1.5) Estimated total value**

Value excluding VAT: £63,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UKE4 - West Yorkshire

#### **II.2.4) Description of the procurement**

West Yorkshire Combined Authority is looking to commission foundational equity, diversity, and inclusion training to be provided as part of our induction process, as well as additional modules to deliver more advanced training to those recruited to be people managers and senior leaders. The training would be expected to be delivered every 3 – 4 months through the year in hybrid form, with the trainers being on-site at the Leeds office. The scope and content of the training would be confirmed following thorough consultation sessions with key stakeholders across the organisation including senior leadership, political leaders, staff network groups, trade union representatives, and the strategy EDI team. Some core content that will be expected to be covered in detail is the legal requirements of the Combined Authority as a public sector organisation, anti-racism and anti-oppressive practice, intersectionality, and what EDI initiatives and groups exist at the organisation. The additional module for people managers would be expected to include how to facilitate and engage in challenging conversations, how to manage diverse teams, how to effectively embed EDI in teams and workplans, and how to lead EDI. The expectation is that the training will be bespoke to the organisation, focusing on how individuals can embed EDI in their roles, for both internal workplace behaviours and external service delivery ensuring that the Combined Authority's external activity meets the needs of the diverse populations in West Yorkshire. The training would be expected to connect to the recently refreshed EDI Policy and connect to the overall organisational ambitions.

Please Note: This PIN is for prior information only and is not a 'Call for Competition'. Whilst we encourage your participation in this exercise, failure to respond to the supplier market engagement will not prohibit your involvement in any future procurement exercise if progressed via a publicly advertised tender opportunity.

Any future opportunity where advertised will be available through our tender portal at <https://yortender.eu-supply.com/> and providers are encouraged to register in readiness for this.

#### **II.2.14) Additional information**

A pre market engagement event will be held via Microsoft Teams on Friday 6th September 2024 at 10am-11am.

The session will give an overview of the requirement and procurement process, and allow prospective bidders to ask questions.

To attend the session, please complete the form linked below

<https://forms.office.com/e/4hrTpVBbDW>

### **II.3) Estimated date of publication of contract notice**

2 October 2024

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes