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Planning

## **Competent Person in the Workplace (CPIW) Awarding Body**

Metropolitan Police Service

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-035070

Procurement identifier (OCID): ocds-h6vhtk-04b255

Published 29 October 2024, 4:08pm

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

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

Metropolitan Police Service

New Scotland Yard, Victoria Embankment

LONDON

SW1A2JL

#### **Contact**

John Powell

#### **Email**

[john.powell@met.police.uk](mailto:john.powell@met.police.uk)

#### **Telephone**

+44 2071611550

**Country**

United Kingdom

**Region code**

UKI32 - Westminster

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

[https://supplier.couphost.com/quotes/public\\_events?customer=metpolice](https://supplier.couphost.com/quotes/public_events?customer=metpolice)

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Body governed by public law

**I.5) Main activity**

Public order and safety

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**Section II: Object**

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

**II.1.1) Title**

Competent Person in the Workplace (CPIW) Awarding Body

**II.1.2) Main CPV code**

- 80000000 - Education and training services

**II.1.3) Type of contract**

## Services

### II.1.4) Short description

The National Counter Terrorism Security Office (NaCTSO) are designing and developing a Level 3 qualification (certificate level), with the current working title of: Competent Person in the Workplace [CPIW]. This proposed qualification does not form part of the Terrorism (Protection of Premises) Bill but will provide security practitioners (those performing a role akin to that of a security manager) with the skills and knowledge to successfully mitigate the risks posed to them by terrorist threats - as part of the wider non-legislative protective security activity overseen by the Homeland Security Group in the Home Office. The qualification is not expected to be a mandatory requirement for the legislation.

NaCTSO are seeking to contract with an Awarding Body to gain Ofqual Certification for their qualification. They also seek to work with the Awarding Body to develop a delivery mechanism which allows the delivery of the NaCTSO-endorsed course by multiple training providers simultaneously. These training providers must have the necessary skills and abilities to deliver a security related qualification to learners across the UK.

This delivery mechanism will require NaCTSO to work with the Awarding Body to undergo activities including:

1. Pathway to gain Ofqual Certification for the course.
  - a. Further development of the qualification in line with pilot course feedback. While this course is not designed to meet the specific needs / requirements of the Terrorism (Protection of Premises) legislation, it will be one of the issues under consideration in any future development.
2. Design a delivery mechanism which ensures robust quality assurance checks and feedback mechanisms are placed on training providers and end-users to assist with future course development opportunities. These checks will also ensure the qualification continues to deliver training to a satisfactory standard required by NaCTSO.

This is not an exhaustive list.

The Awarding Body must be recognised by Ofqual.

The NaCTSO designed and developed course will be a Level 3 Certificate covering Counter Terrorism Protective Security and Preparedness. It is designed as a blended learning qualification, with pre-read material, (in-person or virtual) 5-day classroom tutor-led sessions and additional post-course assessments.

As course designers, NaCTSO will retain ownership, copyright and intellectual property rights of the qualification content, and are seeking to implement a chargeback model to enable longevity and future development of the material within the endorsed course.

Although it is anticipated the NaCTSO qualification will most likely be taken up by security practitioners, the future ratification of Martyn's Law may open demand to a wider audience, despite this course not falling as part of the legislation itself e.g. those without any previous knowledge or experience of the security industry, or counter terrorism protective security and preparedness, who might choose to take up this course to increase their confidence in assessing risk. The course has been designed primarily to be a privately funded qualification and therefore will not be subject to any public grants.

It is likely the initial contract will have a duration of 2 years with 3, 1-year optional extensions.

Defined Terms:

**Awarding Body:** The successful awarding body or consortia of awarding bodies following this tender process

**Certification:** To be capable of awarding the recognition of learning outcomes across all devolved nations

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

This contract is divided into lots: No

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

#### **II.2.2) Additional CPV code(s)**

- 80600000 - Training services in defence and security materials

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

NUTS codes

- UK - United Kingdom

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

A Statement of Requirements (SoR) and Invitation To Tender (ITT) pack will be shared upon the publishing of the Concessions Contract Notice via the Coupa portal.

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

## Request for Information:

Having read through this notice, if there are any areas you feel have not been covered or require further scoping, please feed this back via [john.powell@met.police.uk](mailto:john.powell@met.police.uk). Please also provide answers to the following questions:

1. NaCTSO, as the CPIW Product Owner, will seek to recover their operating costs through a chargeback model with the selected Awarding Body. How would you envisage this operating? What arrangements, fees/charges to be paid to NaCTSO would you consider appropriate?
2. NaCTSO would seek to conduct quality assurance on the CPIW course delivery. Based on your operating model, what additional checks/audits or assurance processes would you permit NaCTSO to be engaged with? I.e. oversight of learner feedback, delivery observations of courses, dip sampling etc. This should be over and above those required on you by Ofqual as a qualification regulator.
3. NaCTSO has designed and developed the CPIW and learner material. As an Awarding Body, what 'start-up' costs do you envisage being claimed from NaCTSO as the qualification is made ready for Ofqual Certification and delivery?
4. As feedback is received there will be a requirement to develop the CPIW course. NaCTSO would seek to conduct this development in partnership with the Awarding Body. What structures and support could you put in place to facilitate this development?
5. What issues / challenges (if any) do you anticipate may be presented by delivery of the CPIW qualification across all four UK nations?

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

8 January 2025

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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: No