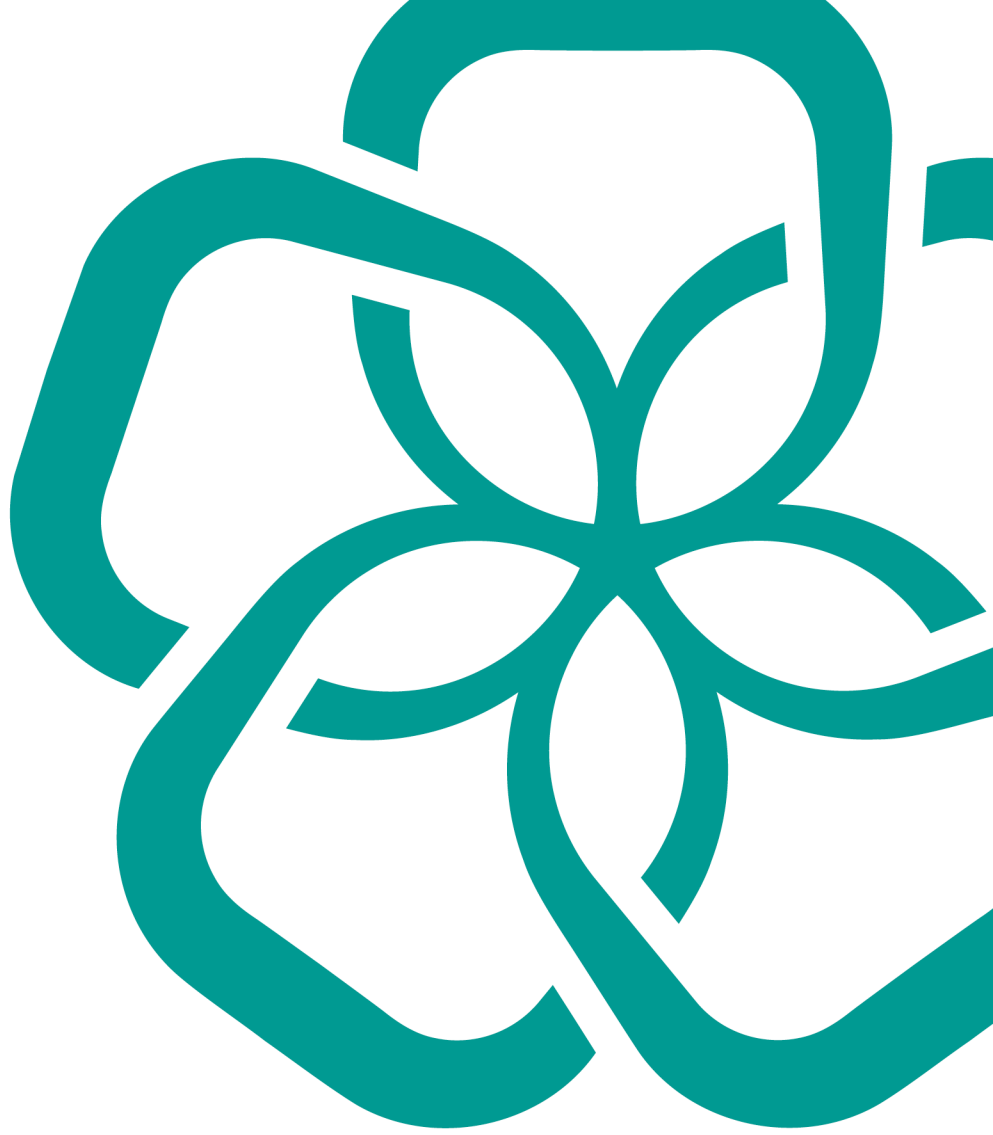




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Expression of Interest

Virtual Decisions – Delivery Partner 2026-27

June 2026

Please complete and return to pccommissioning@westyorks-ca.gov.uk by 12pm Friday 31st July 2026.



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Introduction

The West Yorkshire Violence Reduction Partnership (VRP) are seeking to commission a delivery partner to undertake delivery of the Virtual Decisions programme across West Yorkshire. The Virtual Decisions programme involves delivering the virtual reality films **and** targeted delivery of the extended learning package.

The Virtual Decisions programme has been delivered by the VRP since 2024 and last year a successful pilot was completed delivering the Virtual Decisions programme in a centralised way using a single delivery partner. Using a single delivery partner extended the programmes reach across West Yorkshire and enabled better understanding of the impact of the programme on children.

The films provided focus on knife crime, identity, and influence.

Details / Overview

The total amount of funding allocated to this Expression of Interest is £72,000 (inclusive of VAT) with required spend categories from 1st September 2026 to 31 March 2027 only.

The West Yorkshire Violence Reduction Partnership is seeking an Expression of Interest from experienced providers in relation to deliver the requirements outlined in the full '**Service Specification**' included in the supporting information.

The funding is intended to cover delivery of the Virtual Decisions programme within the timescales noted above.

Intended Outcomes

It is intended that the funding will extend the reach of the Virtual Decisions programme across West Yorkshire to support the programme and the VRP's aims and objectives:

- To establish effective relationships with schools, VCSE organisations, and other children's services or provision across West Yorkshire to enable delivery
- To increase the reach of the Virtual Decisions programme across the region, focused on children aged 12-18
- To establish a delivery model that effectively delivers the Virtual Decisions videos **and** the follow-up workshops allowing for learning and discussion
- To educate young people on social issues and risk-taking behaviour
- To support the partnership in reducing youth crime, youth violence, and informing young people about the dangers and potential consequences of carrying a weapon
- To empower children and young people to make informed decisions and take positive actions, contributing to a safer, more inclusive community
- To support the VRP in their evaluation of the programme through the collection of regular data, including demographic information



Evaluation

- All Expressions of Interest received by the required deadline will be evaluated by 7th August 2026
- Applicants will receive notification week commencing 10th August 2026
- Each response will be scored using the scoring matrix detailed in the Scoring Criteria section.
- All applications received by the stated application deadline will be assessed against the stated criteria before any decision is taken whether to grant fund.
- Due diligence checks will form part of the process.
- The assessment panel's decision will be final.

Scoring criteria

Numerical Score: 10

Description: In respect of each element of the Services identified in the question, the proposals fully explain how the relevant element will be delivered to the standards required, throughout the term. The proposals are clear, precise and robust. The explanation is sufficient to give the Combined Authority a high degree of confidence that all of the relevant aspects of the Service Specification will be delivered.

Numerical Score: 8

Description: In respect of each element of the Services identified in the question, the proposals explain how the relevant element will be delivered to the standards required, throughout the term. The proposals are clear, precise and robust. The explanation is sufficient to give the Combined Authority a high degree of confidence that the relevant aspects of the Service Specification will, for the most part, be delivered. To the extent that the explanation is not sufficient to give the Combined Authority that high degree of confidence, the explanation does not raise concerns.

Numerical Score: 6

Description: In respect of each element of the Services identified in the question, the proposals explain, to some extent, how the relevant element will be delivered to the standards required, throughout the term. The proposals are clear, but there are some concerns around precision and / or robustness. The explanation is sufficient to give the Combined Authority confidence that the relevant aspects of the Service Specification will, for the most part, be delivered. To the extent that the explanation is not sufficient to give the Combined Authority that confidence, the explanation raises one or more concerns but no material concerns.

Numerical Score: 4

Description: In respect of each element of the Services identified in the question, the proposals explain, to some extent, how the relevant element will be delivered to the standards required, throughout the term, but for certain elements the explanation is very limited. There are concerns around the clarity, and around the precision and / or robustness, of the proposals. The explanation is sufficient to give the Combined Authority confidence that the relevant aspects of the Service Specification will be delivered to some extent. To the extent that the explanation is not sufficient to give the Combined Authority that confidence, the explanation raises one or more concerns, one of which is a material concern.

Numerical Score: 2

Description: In respect of one or more elements of the Services identified in the question, the proposals fail to explain to any extent how the relevant element will be delivered to the standards required, throughout the term; and / or the proposals are mainly or wholly unclear; and / or the explanation is insufficient to give the Combined Authority confidence that the relevant aspects of the Service Specification will be delivered and / or the explanation for any one or more of the elements raises multiple material concerns.

Numerical Score: 0

Description: No response or response is irrelevant to the question asked.

Supporting information

- Virtual Decisions – Delivery Partner 2026-27 Supporting Information
- Service specification
- [Trauma Informed Approach](#)
- [Child First Approach](#)

Clarification questions and answers

Please send clarification questions to pccommissioning@westyorks-ca.gov.uk and title to email 'Virtual Decisions – Delivery Partner questions'

Clarification questions can be submitted between 29th June and 17th July 2026. Any questions received after this date will not be responded to.

Read all the supporting information before submitting a clarification question. If a clarification question is submitted that is answered in the supporting information we will be signposted back to the relevant document.

Please note all clarification questions and answers will be published on our website unless they are deemed commercially sensitive.



Questions

Answer all the questions below.
All answers must be within the required wordcount.

Applicant details

Name/s:

Role/s:

Organisation/s:

Registered charity / company no/s

Email:

Telephone:

Mobile:

Please confirm the following by answering yes or no

Have provided a required copy of your Safeguarding policy with your completed EOI:

Conduct/check DBS certificates for staff:

Agree to complete and Equality Impact Assessment for the funded project:

Agree to work closely with VRP colleagues by engaging in evaluations and monitoring processes

There are a total of 8 questions for the following themes

Delivery Model

Mobilisation and delivery timescales

Experience

Inclusivity

Best practice and quality

Safeguarding

Added value and innovation – *please note this answer will not form part of the scoring against the criteria*

Budget

Question 1 - Delivery model - Please provide an overview of the delivery model you would use to deliver the Virtual Decisions programme across West Yorkshire, including how you would deliver both the films and use the follow up workshop materials
Maximum word count: 1500 12pt Arial font

Answer:

Question 2 - Please explain how you will be prepared to mobilise at pace and operate effectively from day one of the grant and throughout the 7 month grant period. Please include an attached delivery plan/timeline (not included in the word count)
Maximum word count: 750 12pt Arial font

Answer:



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**Question 3 - Please describe any previous experience you have that makes you an appropriate delivery partner, including previous work with children and the relationships you have established across West Yorkshire where the programme could be delivered.
Maximum word count: 750 12pt Arial font**

Answer:

**Question 4 - How will you ensure that wherever possible the programme is accessible, inclusive, and responsive to the diverse needs of young people, including those who may experience barriers related to language, learning differences, disabilities, cultural backgrounds, or other protected characteristics?
Maximum word count: 500 12pt Arial font**

Answer:

**Question 5 – How will your delivery align to trauma-informed practice and child-first principles that prioritise the needs, experiences, and wellbeing of children and young people?
Maximum word count: 500 12pt Arial font**

Answer:

**Question 6 – How will the service ensure the safeguarding of children, young people and/or vulnerable people?
Maximum word count: 250 12pt Arial font**

Answer:

**Question 7 – Please note this answer will not form part of the scoring against the criteria. Please describe any added value or innovation that you are able to provide to enhance delivery and maximise the positive impacts.
Maximum word count: 250 12pt Arial font**

Budget – please add budget lines as required

Maximum bid £72,000 (inclusive of VAT)

Staffing (including salary and employer costs) £
Staffing detail

ICT and Communications £
ICT and Communications detail

Travel and Subsistence £
Travel and Subsistence detail

Training £
Training detail

Management £
Management detail

Total £



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GDPR – The General Data Protection Regulation

For the purposes of the Data Protection Act 2018, the ‘controller’ of the personal data which you provide in the attached form is the West Yorkshire Combined Authority (“The Combined Authority”, “we”, “us”) of Wellington House, 40-50 Wellington St, Leeds LS1 2DE (tel: 0113 251 7272) who are the responsible statutory body for the Leeds City Region Enterprise Partnership (“LEP”) and WY Metro. The Combined Authority is registered with the Information Commissioner’s Office with registration number ZA051694.

The Combined Authority is collecting this data and will process it for the purpose of assessing each bid as part of our Quotation evaluation process.

For some Quotations, we may choose to appoint a technical contractor to evaluate Quotation submissions and as such, we will need to share your details with them. If this is the case, we will ensure this is communicated to all prospective Bidders.

The Combined Authority will not share your personal information with any other organisation or third party other than the circumstances described above. There may be other circumstances in which we may share or use certain information about you, which are:

1. if we have a legal obligation to do so or if we are required or requested to do so by a competent authority such as the police or a court;
2. if we need to use or disclose your information to obtain legal advice or in connection with legal proceedings;
3. if we need to share your information to protect your vital interests if you are unable to give us consent or it is unreasonable for us to ask for your consent in the circumstances (e.g. if you are injured).

We will retain your information as set out below in accordance with our information retention policy and on the expiration of such period we will safely delete it.

- Unsuccessful Quotation submissions – Current year +1
- Successful Quotation submissions – For the duration of the service + 6 years

Information provided to the Combined Authority will be processed under Article 6(1)(e) of the GDPR which states that processing is necessary for the purposes of a task carried out in the public interest or in the exercise of official authority vested in the controller.

As a data subject you have a number of rights under the DPA. These include the right to access the information which we hold about you. In some cases you may have a right to have your personal data rectified, erased or restricted, and to object to certain use of your data.

This would not affect the legality of what we do with your personal data before you make such a request and would not stop us from continuing to use your data to the extent that we do not require your consent. It would stop us from further using data for purposes which require your consent (e.g. marketing).

If you are unsatisfied with the manner in which we collect or handle your personal data you have a right to make a complaint to the Information Commissioner’s Office. Information about how to make complaints can be found on the ICO’s website at <https://ico.org.uk>

For further information, or to contact us to make a request, please visit <https://www.westyorks-ca.gov.uk/contact/>

The Combined Authority’s Data Protection Officer can be contacted at DPO@westyorks-ca.gov.uk





Find out more
[**westyorks-ca.gov.uk**](https://westyorks-ca.gov.uk)

West Yorkshire Combined Authority

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All information correct at time of writing