



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

Cambridgeshire & Peterborough Combined Authority  
Pathfinder House  
St Marys Street, Huntingdon  
PE29 3TN

21<sup>st</sup> March 2025

[REDACTED]

[REDACTED]

Dear [REDACTED]

**Re: Freedom of Information request ref CA395**

Thank you for your request for information which was received on 28<sup>th</sup> February 2025.

***Request***

I wish to make a freedom of information request and would be grateful if you could supply the following information within 20 working days. If you are a combined authority, or body with an accompanying mayoralty, then this FOI request is also applicable to the mayor's office.

1) The number of roles across all components of your operations, directorates and management structures, expressed in numbers of full-time employees (FTE), that are mainly or exclusively focussed on issues of equality, diversity, or inclusivity. This information should encompass all roles, wherever based.

Answer: Zero.

Roles meeting this description could include (amongst other guises) "Equality, Diversity and Inclusion Officer" (EDI) or "Diversity and Inclusion Project Managers". Please break down, if possible, the number of roles per component part of your operations.

For all roles meeting this description, please also provide, in order of preference, either a) the salary of these roles, b) the pay band of these roles, or c) the combined total salary of these roles. Please provide the information that is most in accordance with your data processing practices.

Please also advise if there are any plans to hire further staff in these areas within the next 18 months, and the roles/pay bands that they are likely to occupy.

Answer: No plans currently.

2) With the same criteria as above, please provide the number of internal training courses attended by staff which pertain to the issues encompassed by equality, diversity or inclusivity. Please include the name of the courses, the number of attendees, and the duration of the course.

Answer: We schedule an optional "Inclusive Recruitment" course for Line Managers, this is delivered online. During the last 18 months, we have had around 15 people attend this course.

3) Please, if possible, provide details of any internal EDI practices and networks, including the number of individuals who are members of such networks.

Answer: As part of our staff engagement and wellbeing processes, we do have a staff network, supported by HR, which would include looking at Inclusion topics. There are 7 staff members. This may also include future training.

4) Please provide details of any external contractors brought in by the department to conduct training, advice, or guidance on issues relating to EDI. Where applicable this should include costs and associated manhours.

Answer: None

5) Please provide details of how equality, diversity and inclusivity is included in your procurement practices, the relative weight afforded to these considerations, and the current value of contracts in which EDI considerations was a part of the procurement process.

Answer: The following section is included within our procurement documents. There is no dedicated section within our procurement documents for EDI, nor specific weightings allocated to this.

There is no weighting afforded to the section below, but it is rather built into the Authority's scoring matrix where the highest score available to be awarded against each question, is only achieved if suppliers are able to demonstrate additional benefits, these being *\*Innovation and creativity – this is an opportunity to propose new, modern, alternative methods, products and processes that will enhance the benefits being sought by the specification, save time and/ or money whilst still achieving the essential outcomes of the contract. This requirement is not an opportunity to submit a non-compliant bid; but rather to offer the Authority a solution they might not otherwise have been aware of.*

*\*\* Added Social Value – this must be relevant to the question being asked and the requirements of the specification, e.g. if being asked how you would resource the contract; the 'added social value' could be the creating new local jobs, provide a training programme, creating a new local apprenticeship, initiating a volunteering scheme, or offering work placements for local students such that the community not only benefits from the specification outputs but also benefits from the act of delivering the contract.*

*\*\*\*neither of the above \* or \*\* are designed to add-costs to the contract or be prohibitive of SMEs tendering. The offering needs to be proportionate and relevant to the value and scope of the requirements and the tendering organisations turnover and size. Assuming an appropriate offering is included – the extra point can only be awarded where the rest of the response has reached a 4 out of 5 score as the specification requirements are the essential criteria.*

### **Socio-economic & environmental Commitments**

*In addition to delivering against the specification, contract conditions and the time requirements; the Authority is seeking to work with suppliers who can provide some form of 'added value' as described in the sections below. This is to be included as part of the individual method statement responses and MUST related to the subject matter of both the question and the overarching contract.*

*Tenderers are encouraged to detail the added value that they can offer as an Authority contractor and explain how this will be delivered with regards to the specific project. The added value must be cost neutral and proportionate to the value of the contract in either effort or value.*

*Specifically, the Authority is looking for the contract to be delivered in a way such that it creates:*

- *Minimal negative environmental impacts;*
- *Boosts the local economy;*
- *Benefits our residents by enhancing the community; and*
- *Creating a great place to live and work.*

*Tenderers are therefore advised to familiarise themselves with the Authority's targets and commitments by visiting the Authority's website and reviewing the information available there. Particular attention is drawn to the following*

### **6.1 Authority Policies**

*Tenderers are advised to review the Authority's website to understand its social commitments and environmental targets.*

### **6.2 Equalities**

*The Authority requires all suppliers delivering services on our behalf, to comply with the Equalities Act 2010 and help us to achieve our Public Sector Equality Duty commitments.*

### **6.3 Safeguarding**

*The Authority is committed to ensuring the safety of all its residents and service users, as such, in all Authority let contracts Suppliers are required to consider the if its delivery creates any potential risks to children and vulnerable adults and detail how they will mitigate those risks as part of delivering the service requirements as set out in the specification and contract management document.*

### **6.4 Public Services (Social Value) Act 2012**

*The Authority is committed to ensuring that all procurements consider the economic, social, and environmental well-being of the region.*

*As part of submitting a tender, Tenderers are invited to incorporate the following in their responses. Any offers must be quantified, be related to the subject of the contract, and proportionate to the contract value. Please note the following is not an exhaustive list and Tenderers are welcome to offer alternative social, economic, or environmental benefits.*

#### **6.4.1 Environmental factors**

- *Ensuring the **recycling of old and waste products** to reduce the impact on landfill and the environment;*
- ***Protection of local wildlife;***
- *Reduction in the use of single-use plastics;*
- *Reducing packaging for goods purchased, e.g. food and drink packaging;*
- *Reducing of Noise impact*
- *Supporting the Authority's Climate Change Targets*

- *Reduction in pollution levels;*
- *Supporting the Authority's aims of reducing Emissions and **delivering projects through Carbon Zero processes;***
- *Delivering contracts through production and transport processes so as to **protect the local environment;** e.g. reduced carbon emissions and travel distances*
- *Offering **energy efficient solutions** that benefit our residents and the environment over the whole life cycle;*
- ***Reducing energy consumptions and emissions** from new Homes, businesses and infrastructure projects in the region;*
- ***Reducing emissions from transport,** by promoting sustainable transport, reducing car travel and traffic congestion, and encouraging behaviour change;*
- ***Reducing consumptions of resources,** increasing recycling and reducing waste;*
- ***Supporting Authority Services,** residents, and businesses to adapt to the impacts of climate change;*

#### **6.4.2 Economic Factors**

- *Creating new, local recruitment and apprenticeship opportunities for our residents which additionally support the local economy and community;*
- *Supply chain selection processes (sub-contractors and suppliers) which identifies suitably qualified suppliers and supports the local economy;*

#### **6.4.3 Social Factors**

- *Pro-actively supporting individuals with protected characteristics to achieve gainful, local employment and to participate in community activities (including supporting individuals from low-income backgrounds);*
- *Initiating/ participating in local Community projects and/ or sponsorship schemes – e.g., mental health awareness schemes or volunteering schemes which seek to improve the locality generally;*
- *Offering work experience, work placements and mentoring support to local 6<sup>th</sup> form and university students;*
- *Participate in local employment events, provide talks in schools etc.;*
- *Sponsorship of local teams and events that contribute to the wellbeing of the community .*

Complying with all 5 questions should not exceed the statutory cost limit, but should you deem that it does, please then proceed with the request excluding those components that would result in the threshold being crossed. At the absolute minimum, I would expect that parts 1 – 4 should be answered.

I hope this information is helpful but if you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review, you should write

to us via our contact us email address: [democratic.services@cambridgeshirepeterborough-ca.gov.uk](mailto:democratic.services@cambridgeshirepeterborough-ca.gov.uk) or write a letter to Complaints, Cambridgeshire and Peterborough Combined Authority, 2<sup>nd</sup> Floor, Pathfinder House, St Mary's Street, Huntingdon, Cambs PE29 3TN within 40 days of the date of this letter.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted via their complaints portal [FOI and EIR complaints | ICO](#) or writing to the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Generally, the ICO will not undertake a review or make a decision on a request until the internal review process has been completed.

Yours sincerely



Sophie Purvis  
**Data Protection and Information Governance Assistant**