

Invitation to tender

'Looking Back' Commission for Rudheath and Witton (RWT) Big Local

A review of our impact over the past two years, how successful have we been at delivering our action plan, what have our achievements been, and what challenges have we faced.

Estimated budget £4,500

Background

The Rudheath and Witton Together Partnership is part of the national Big Local programme, managed by Local Trust on behalf of the Big Lottery <http://localtrust.org.uk/> Big Local is an exciting opportunity for residents to make a lasting positive difference to their communities. It aims to empower residents to make their own communities and neighbourhoods even better places to live, by bringing together all the local talent, ambitions, skills and energy from individuals, groups and organisations. Big Local is resident led – local people are given control of investing a minimum of £1million over 10 years to help improve the quality of life for those living in their community.

Rudheath and Witton Together is the Partnership (or community Board) overseeing the delivery of Big Local in the area, and comprises residents and partner organisations and stakeholders. The Partnership commenced delivery in 2013, running a 'Phase 1' programme of projects, activities and events in response to local demand identified through extensive public consultation.

After reviewing the successes and challenges of Phase 1, the Partnership commissioned a 'Community Summit' in July 2015 to refine the programme, and five key themes of programme activity were identified as future priorities.

These themes formed the core of our second RWT delivery plan (Phase two) which runs from May 2016-April 2018.

Our next priority is to create a plan for 'Phase three', and therefore need a robust piece of evidence we can use to inform our future priorities and help shape this next phase of work.

Our vision

"Rudheath and Witton will be vibrant and resilient, with connected and accessible community-focussed activities that contribute towards improving residents' social and employment opportunities, especially for the young and those who are disadvantaged".

Our vision was reviewed in response to our first phase of work, and we now wish to consider how successfully we are achieving this vision. We also want to know is this how everyone else sees us? What's the view from our residents, partners, projects and networks? And where are the gaps? Do we need to re-shape our vision now we have delivered a further phase of work?

Big Local outcomes

It is also important that our projects fit within the four programme outcomes for Big Local:

1. Communities will be better able to identify local needs and take action in response to them.
2. People will have increased skills and confidence, so that they continue to identify and respond to needs in the future.
3. The community will make a difference to the needs it prioritises.
4. People will feel that their area is an even better place to live.

We are keen to understand how are we doing? Are our projects and commissioned programmes still ensuring we meet these objectives? Where is there room for improvement?

Suggested activity and possible time allocation.

This is for guidance and subject to change according to delivery needs.

- Familiarisation and set up. **One day**

You'll probably need to spend some time in the area, and meet with the RWT project manager in the first instance.

We'll give you an overview of where we started and the journey we have been on, and how we came to create our current plan which sets the direction for our delivery on the ground.

We will also discuss any specific questions we would like addressing, our funding strategy, how projects are financed and how we want to measure value for money.

We will provide all necessary contact details and introductions, and will help co-ordinate activity so as to maximise time available.

- Discussions with members of the RWT Partnership Board. **One day**

This may take the form of a team session, an away-day, or individual meetings - you will need to identify an appropriate format to facilitate an open and honest debate which ensures everyone is given the opportunity to feedback fully. We would also like some input from our Big Local Rep.

- Work with project leads and their beneficiaries to evaluate their impact, success, challenges etc. This includes working with any RWT volunteers, either linked to specific projects or to the Big Local programme as a whole.

We would like to understand how you propose to approach this, in order to effectively gather information from project participants as well as staff / paid positions.

We also wish to understand whether these projects should be re-commissioned in future, and if so what changes need to be made to ensure these continue to be effectively targeted and implemented.

We have commissioned six longer term projects, with varying budgets, as follows:

- Do it Together – a community arts programme led by professional artists which engages residents in high quality, bespoke creative activities.
- On the Ground - an experienced community engagement officer who provides a wide-ranging package of support for local residents, groups and organisations.
- Space for Us – a broad programme of community activities and events, links to all the other schemes, overseen by RWT project manager and community engagement officer.
- Project 55 – engaging our older residents through a programme designed to reduce isolation and build strong community networks. Led by a project worker with experience of working with this target group.
- Rudheath Youth group – a regular club night for 8-11 year olds, led by staff from Youth Federation.
- Brighter Futures – supporting and developing the reading skills of pre-school and reception children in the Rudheath and Witton area, led by independent organisation Learning Bugs.
- Local jobs for Local People – reducing employment inequalities locally, led by project officer at Northwich Workzone.
- We also run a small grant scheme which has made 15 awards to date.

We anticipate up to **eight days** being allocated to working with projects.

- Discussions with key local partners and stakeholders from within our network. **One day.**

- Collation and interpretation of data gathered, and writing up of evaluation report. **Three days.**

- We would also like you to make some recommendations as to how we might monitor our impact in future, informed by your findings, and what systems or processes we might want to implement to facilitate this. **One day**

Summary

Familiarisation and set up. **One day**

Partnership Board. **One day**

Projects. **Eight days**

Collation, interpretation and write up. **Three days**

Recommendations for on-going monitoring of impact. **One day**

Contingency. **One day**

Total estimated time required 15 days

Budget

Total budget available £4,500

Your budget should include:

- Any professional fees and expenses
- Any professional indemnity, liability and public insurances that may be required.
- All administration costs
- VAT if applicable.

Interested parties are invited to express their interest by **SUNDAY 4TH MARCH 2018**

If you are interested in applying please provide us with:

- Recent CV
- An example work programme detailing how you might approach the project initially, with an outline timetable.
- Any examples of similar work for other organisations or communities.
- Evidence of Public Liability and Professional Indemnity Insurance, if appropriate.
- Details of safe guarding and child protection processes, if appropriate.

It is expected that shortlisted candidates will be invited for interview from **week commencing MONDAY 12TH MARCH 2018**

We would then like delivery of this project to commence as soon as possible.

The RWT programme is co-ordinated by Groundwork CLM.

Fiona Cowley will be the contact for this project. If you would like any further information or have any queries you can contact Fiona on Fiona.cowley@groundwork.org.uk or 01606 723160

*Please note, we are also looking for someone to lead on the development and creation of our 'Phase Three Plan'. This is being let as a separate opportunity, but we would be keen to hear from applicants wishing to undertake both pieces of work.