**Background**

Compassionate Communities is part of a suite of projects delivering across central Bradford where significant health inequalities exist across communities and where the gap in how long people will live is stark. People in these most deprived areas of our district are living with more ill health and dying earlier.

Compassionate Communities (CC) is part of the Reducing Inequalities in Communities (RIC) programme. This is a movement of people and projects who are working together to reduce health inequalities and close the health gap in central Bradford; so that everyone can live healthier, happier and longer lives.

***Population health management approach:***

The RIC programme follows a population health management framework, using data and knowledge about our local communities to see where there are the greatest inequalities. It involves identifying groups of people at risk of ill health and then focusing on what can be done to prevent it or help them to manage it.

***RIC projects***

The RIC programme is made up of a range of projects which will help improve people’s health and tackle inequalities at different stages of life. Each project is made up of organisations and partners who are working in communities, who understand the health inequalities people face and who are committed to tackling these.

**RIC Compassionate Communities Community Development and Volunteering**

Compassionate Communities CD/VC (CC CD/VC) team delivers across Community Partnerships 4/5 and 6. The new delivery partner would be working closely with the existing providers and their Project Managers:

* CP4 – Girlington Centre – Project Lead for CD
* CP6 – Bradford Trident – Project Lead for VC

The CC CD/VC team are an integral part of Central Locality Integrated Care Services (CLICS).

CLICS also provides Community Connectors (Social Prescribers) who work closely with GPs, Advanced Practitioners and practice-based staff to support individuals to link into community-based assets. This means our CC CD/VC are the lynch pin to the success of CLICS. The team increases awareness of existing community assets, supports local grassroots VCS organisations to develop further resources to build community resilience. It upskills community members through health and wellbeing training to be part of creating new services to address gaps and to deliver bespoke answers to issues faced by patients referred to CC CD/VC and community members.

**Expression Of Interest**

We are inviting expressions of interest from community organisations based and active in CP5 (Bradford East).

You must be an organisation that is:

1. Embedded in the locality.
2. Experienced in multiple service delivery.
3. Supporting smaller local organisations and groups in its locality and has a sound understanding of the communities and issues in the locality.
4. Financially independent
5. Willing to take on some local co-ordination functions.
6. Supported by a Board who recognises the value of this role.

**Specification Compassionate Communities:**

The provider will work with the team lead by Girlington Centre’s Community Development Project Manager to:

* Map and refresh information about existing and emerging local support and accurately input their information onto an appropriate mapping format.
* Outreach into the community using First Contact Forms talking to individuals/ groups to identify needs and link people to existing provision and identify gaps
* Target involvement in existing and new community assets of more marginalised and vulnerable communities/ community members
* Build social capital - working with existing local groups/ VCS organisations/ communities of interest, local people to establish new initiatives to address identified gaps taking an asset-based community development approach
* Establish communication links with and between the groups/ community/ Community Connectors/ GP Hubs –face-to-face/ information points in community and health settings/ social media - to ensure 2way flow of information
* Liaise with Community Connectors, GP Hubs, Living Well and Local Neighbourhood teams to identify new initiatives needed to address gaps for specific patient groups – e.g. places for social mixing/ self- care groups
* Work with Living Well and Local Neighbourhood teams to respond to local needs by building social capital through establishment of new groups and maintaining local resilience via the sustainability of existing groups
* Deliver a small grants programme to provide funding for new/ existing groups.

The Provider will work with Bradford Trident’s Volunteer Project Manager to:

* Recruit and support volunteers to deliver wellbeing messages in the community (peer to peer support)
* Recruit a diverse group of volunteers from the local population
* Link with other organisations working with volunteers to ensure they know about this provision and can signpost community members / existing volunteers to it
* Provide locally tailored peer health education training for volunteers that is of a high quality, fun and interactive, aligned to and complementing the Living Well Training Academy LWA) The modules:
  + 1. Module 1 Royal Society of Public Health (RSPH) Lv 1
    2. Module 2 Making Every Contact Count (MECC)
    3. Module 3 Mental Health Awareness
    4. Module 4 A module relevant to their need, for example: Digital skills, first aid, food hygiene
    5. Module 5 Free CBMDC online training packages
* Inspire local people to engage in their own health and wellbeing and that of others sharing health/ wellbeing messages in their own community
* Ensure volunteers are aware of local health/ wellbeing provision and how to signpost/ support friends and family to access these
* Update volunteers of Community Development initiatives – encouraging them to join existing or support the establishment of new projects to address gaps in their area
* Provide 1-2-1 and group supervision to volunteers

**The Provider will:**

* Employ a 0.4 FTE Volunteer Coordinator and 0.4 FTE Community Development Lead
* Work with the Project Managers based at Girlington Centre and Bradford Trident to ensure effective delivery of Compassionate Communities
* Meet the requirements of the CCG and ensure that service recipients receive a high-quality service
* Ensure CCG requirements by providing effective management and communication within and across the teams
* Maintain collaborative relationships at all stages of the contract delivery.
* Complete all monitoring and evaluation requirements as part of the evaluation of the RIC projects (See Appendix 1 and 2)
* Attend meetings with The Alliance, the delivery partners and with the CCG to report on and seek ways to improve delivery
* Work in a creative, proactive and agile manner across delivery
* Create links into the wider VCS and statutory agencies to build on the delivery model
* Work with statutory and non-statutory organisations to make the best use of resources e.g. VCS including community lead and grassroot groups, Faith organisations, Primary Care Networks, Community Partnerships, Living Well. Local Authority Neighbourhood teams – Local Area/ Ward Leadership Teams
* Work with the VCS Alliance to feed in locally identified priorities to develop new initiatives

**The Provider must:**

* Be a Voluntary Sector Charity, CIO, Social Enterprise, CIC, Not-for-Profit Company or constituted community organisation, with clear and transparent charitable objectives.
* Show a commitment to delivering services in Bradford District and Craven.
* Deliver at least 50% of activity or have at least 50% of clients based within the CP5 area.
* Demonstrate a commitment to collaborative working.
* Be committed to actively participating in the work of The VCS Alliance, adhering to the Charity Good Governance Code <https://www.charitygovernancecode.org/en/front-page>
* Be committed to sharing expertise, knowledge and experience with others
* Have appropriate Insurance Cover in place. Organisations must have at least £5m Public Liability Insurance, and at least £5m Employer’s Liability Insurance.
* Be registered with the Information Commissioner’s Office.[www.ico.org.uk/for-organisations](http://www.ico.org.uk/for-organisations)
* Have organisational Privacy Policies and Procedures in place covering the Data Protection Act 2018 and UK GDPR (General Data Protection Regulations) 2018.
* Become a signatory of an agreed Information Sharing Protocol
* Have completed the NHS Data Security and Protection Toolkit self-assessment for 22-23 or be able to complete this by the end of 2022-23
* Have exiting Cyber Essentials Certification for 22-23 or be able to gain this by April 2023
* Have appropriate core competencies for staff working with or supporting the delivery of this project.

**Template Budget**

***Below is the funding for 12mths. The contract value for 22-23 will depend on the month it is awarded.***

|  |  |
| --- | --- |
| **STAFFING COSTS** |  |
| Vol Coordinator 15hrs @ £13.91 inc oncosts & 3% pension | £11,438 |
| Com Dev 15hrs @ £13.91 inc oncosts & 3% pension | £11,438 |
| Project Management | £1,700 |
| recruitment DBS | £106 |
| **Staffing Costs** | **£24,682** |
| **DIRECT DELIVERY** |  |
| Staff Travel | £2,400 |
| Mobile Phones | £480 |
| Advertising & Promotion | £530 |
| Staff Training | £530 |
| Volunteer training | £1,600 |
| Volunteer travel & Lunch | £1,300 |
| ABCD resources | £6,000 |
| Materials and resources | £642 |
| Room Hire | £2,600 |
| Accommodation | £3,900 |
| IT/Insurances | £1,500 |
|  | **£21,482** |
| **OVERHEADS** |  |
| Overheads | £6,587 |
|  | **£6,587** |
| **CAPITAL** |  |
| Capital costs | £2,142 |
|  | **£2,142** |
| Total expenditure | **£54,893** |

**APPENDIX 1**

**Data Requirements**

|  |  |  |
| --- | --- | --- |
|  | **Anticipated delivery – Community Development** | **Year 3-4** |
| 1 | Outreach to complete mapping of existing provision –RIC wide Community Asset map using mapping app. | *20 session per CP per 12mths* |
| 2 | Gap analysis of local provision | *1 per 12mths across RIC area* |
| 3 | First Contact Forms completed | *100 per 12mths per CP* |
| 4 | CP Directory of Service | *Updates completed* |
| 5 | Community Groups Supported | *10 per CP per year* |
| 6 | New groups established | *6 per CP per year* |
| 7 | Baseline/ end line assessments completed with participants | *50 per CP per year* |
| 8 | 4 Case studies | *4 per CP per year* |
| 9 | Activities co-designed/ co-produced with partners – sharing best practice, training | *3 per CP per year – 9 times per year all 3 will get together* |
| 10 | Effective referral pathway established with CLICS providers | *CC/ SPs/ GPs/ other RIC initiatives* |
|  | **Anticipated delivery – Volunteering** | **Year 3-4** |
| 1 | Volunteers completing short WEMWS | *10 per CP per 12mths* |
| 2 | Volunteers completing appropriate modules of training | *10 per CP per 12mths* |
| 3 | Community members signposted to/ supported to access health/ wellbeing services/ activities | *100 per CP per 12mths* |
| 4 | Volunteers establishing/ leading/ participating in community lead health/ wellbeing groups/ activities | *6 per CP per 12mths* |
| 5 | 4 Case studies | *4 per CP per year* |
| 6 | Yearly Report | *Joint report 3 CPs* |
| 7 | Effective referral pathway established with CLICS providers | *CC/ SPs/ GPs/ other RIC initiatives* |

**APPENDIX 2**

**Logic Model**

**

**EXPRESSION OF INTEREST FORM:**

Please only complete this form if you have read the project specification and fully understand what is required.

Expression of Interest forms will be considered by an independent Decision Making Panel.

Any organisations deemed by the panel as potentially suitable for consideration as a Provider will be required to provide evidence of the statements provided in this form prior to being commissioned to deliver.

**EXPRESSION OF INTEREST FORM:**

**CONTACT INFORMATION**

|  |  |
| --- | --- |
| Organisation name |  |
| Address |  |
| Contact name |  |
| Position |  |
| Telephone |  |
| Email |  |
| Website |  |
| Charity Registration no (if applicable). |  |

|  |  |  |
| --- | --- | --- |
| Experience in leading community development:  Please provide a brief overview of your organisation’s mission in relation to improving people’s health/wellbeing and demonstrate the impact(s) you have achieved whilst working towards delivering that mission. (300 words)   |  | | --- | |  |   Track Record:  Please provide details of any commissioned services you are currently delivering or have delivered in that last 3yrs, that are similar in nature to Compassionate Communities CD/VC including building social capital using an ABCD approach. (350 words)   |  | | --- | |  |   Working in partnerships:  Please describe how your organisations is best placed to deliver this provision in relation to your commitment to working in partnership with   1. the RIC delivery partners 2. district and neighbourhood partners (700 words max) |
|  |

**Other requirements:**

Please provide two referees that the Decision Making Panel can contact:

1. **A current delivery partner organisation**

**Name: Contact email:**

1. **A current commissioner**

**Name:**  **Contact email:**

**Due Diligence requirements:**

Please note that any arrangements will be subject to a written agreement and prospective providers will be asked to provide, as a minimum, evidence of the following:

|  |  |
| --- | --- |
| **Due Diligence Requirements** | **Yes/ No/ NA** |
| NHS Data Security and Protection Toolkit Self- Assessment 22-23 |  |
| Commitment to achieving Data Security and Protection Toolkit Self-Assessment within the first year of delivery |  |
| Cyber Essentials Certificate |  |
| Commitment to gaining Cyber Essentials Certification in the first year of delivery |  |
| Public Liability Insurance to an appropriate level (£5M) |  |
| Employer’s Liability Insurance to an appropriate level (£5M) |  |
| Equality, Diversity and Inclusion Policy |  |
| Health and Safety Policy |  |
| Safeguarding – Vulnerable Adults Policy |  |
| Safeguarding – Child Protection Policy |  |

**Mobilisation:**   
The Provider **must** be ready to begin delivery from the 1st August 2022. The novation of the contract will be completed during August.

**TUPE:**The Provider should also be aware that there are TUPE implications linked to this project

Worker 1: Date of Birth: 29/07/1967 Start Date: 01/03/2015 Hourly Rare: £13.91

Worker 2: Date of Birth: 12/05/1977 Start Date: 26/10/2020 Hourly Rate: £13.91

Full TUPE considerations will be given to the new Provider.

**To be considered for this service, the Expression of Interest document must be completed and returned to** [**kerrie@thevcsalliance.org.uk**](mailto:kerrie@thevcsalliance.org.uk)

**by –12:00 noon on the 1st July 2022**