



East Cleveland Villages Big Local Brief for Community Development Support

1. The Big Local Programme

Big Local is a national place-based, resident-led community development programme. For more details see <https://localtrust.org.uk/big-local/>. It works to the following four Big Local outcomes:

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

The Big Local method of operating, for all the 150 Big Local Partnerships in England, is that local people get together to decide how they want to spend £1m of National Lottery money over a 10-year period. They produce a plan and present it to the national coordinating body, Local Trust. Then, if it fits with the aims, values and (few) rules of the Big Local programme, they are granted tranches of money to put the plan into action. As circumstances change, each Big Local Partnership (local group) can update their plan.

Each partnership appoints a 'locally trusted organisation' as the body charged with managing the grant on their behalf. The idea behind this is to minimise the immediate bureaucracy required of the unconstituted resident partnership. Each Big Local area is allocated a locally based specialist advisor called a Big Local Rep. This person provides light touch advice, support and constructive challenge to the partnership.

2. East Cleveland Villages Big Local (ECVBL)

Following extensive community consultation and the production of a community profile, East Cleveland Villages Big Local (ECVBL) produced its first plan in 2014. That plan was submitted to Local Trust and an initial tranche of grant drawn down from Local Trust. The accountable body for ECVBL is Tees Valley Rural Action (TVRA) who receive and administer the grant on the Partnership's behalf, enter into legal agreements and provide professional staff support.

The first plan was over complicated in that they had 10 priorities. Therefore, in 2016, ECVBL reviewed their initial plan and produced a second plan to cover the period to 2019. The priorities in this current plan are:

- ✚ Communities together
- ✚ Employment, training and enterprise
- ✚ Local business development
- ✚ Tourism
- ✚ Access to services

3. Reason for this commission

ECVBL is now roughly half-way through our 10-year lifespan. We have spent roughly half of our designated £1.1 million (increased because of interest earned). By spring 2020 we are required to submit a plan to Local Trust that will cover the remainder of both our programme period and expenditure. We want to get this right!

We are taking this opportunity to undertake a wholesale review of how the Partnership has been operating and how we might operate in the future. We do not have any dedicated support staff, but we are closely supported by Tees Valley Rural Action's Chief Executive, Rita Lawson and by our Big Local Rep, Simon Underwood.

The most important issues that we want to address are how we can:

- i) achieve greater engagement with the wider community, and
- ii) operate in a way which better guarantees that we can fulfil the four Big Local programme outcomes set out in 1 above.

It is for this reason that we want to contract-in specialist help.

4. Brief

Over an initial 6-month period from October 2019 we want you to assess, advise and deliver. As a minimum ECVBL expects the following:

1. You will work with ECVBL Partnership to work to deliver three tasks in parallel:
 - a) Assess and report to us on the situation regarding community engagement in and around ECVBL and our catchment area;
 - b) Help us by actively enabling and delivering community development.
and
 - c) Advise us on how greater community empowerment can be sustained for the future.
2. To use the ABCD methodology or a similarly empowering and positive approach to work with communities.

3. To try to engage with as many parts of the communities as possible in and around our catchment area of 11 villages.
4. To support the process of the Big Local plan review and compilation of a new plan, which will be ongoing throughout the commission period, in particular:
 - a) Identifying potential links between people, agencies and the BL programme;
 - b) Drawing out community potential, issues and ideas, and
 - c) Acting as a critical friend to the process
5. To begin a process of bringing about cultural change in ECVBL, other stakeholder organisations and communities in East Cleveland.
6. To report to us suggesting ways in which the momentum that you have created towards greater community empowerment and involvement might be built upon and sustained for the remaining five years of ECVBL's programme and beyond.

5. Reporting

ECVBL expect as a minimum to provide:

- i) monthly progress reports – oral and in writing, and
- ii) a final written report summarising the work undertaken and assessing impact against the brief and target outcomes as above.

6. Assessment

Submissions will be assessed on the following basis. The more clearly that you can design your submission to follow/ cover these five factors the better.

Factor	Points
1. Approach / methodology suggested and value for money	50
2. Relevant individual / organisational experience and skills	15
3. Individual / organisational capacity available to the commission	15
4. Understanding of the Big Local and or other similar programmes	10
5. Understanding of working in small rural communities	10
	100

7. Tender submission

To tender for this commission please reply to Rita Lawson, Chief Executive, Tees Valley Rural Action, 33-35 Cadcam Centre, High Force Road, Middlesbrough TS2 1RH or via email to rlawson@teesvalleyruralaction.co.uk by:

12 noon Friday 13th September 2019

The tender must include the following information:

- a) An outline, together with timetable, of how you would propose to deliver the commission as outlined in 4 above.
- b) Details/brief CVs of the people who would work on the commission.
- c) Details of previous/similar/relevant commissions that you and or the organisation have undertaken.
- d) A quote indicating the total price and how the price estimate has been compiled; specifically, the approximate number of person days involved.
- e) Confirmation that you carry public liability and professional indemnity insurance cover. Minimum cover required £5m.

The successful tenderer will be commissioned by Tees Valley Rural Action (TVRA) on behalf of East Cleveland Villages Big Local Partnership.

Interviews will be held in week commencing 23rd September 2019

Any questions about this tender should be sent to Simon Underwood on simonu.biglocal@gmail.com

