

## Invite to Bid

<b>Title of Project</b>	Visioning Exercise, Middlegate Estate, Great Yarmouth
<b>Written by</b>	Rob Gregory
<b>Date</b>	October 2007

### Summary

The Comeunity (Neighbourhood Management) Programme is looking to appoint a consultant to co-ordinate a cross-cutting visioning exercise for the Middlegate Estate in Great Yarmouth. The vision will inform the development of a neighbourhood plan for the Estate. Key to the success of this exercise will be skilled facilitation of community involvement and the ability to engage a range of service providers and other stakeholders.

### Background to the Project

Comeunity is a Neighbourhood Management programme targeting South and part of Central Yarmouth. Statistically these neighbourhoods form the most deprived parts of the Borough and suffer high rates of unemployment, crime and health inequalities. The Middlegate is a 1950's built estate close to the town centre and is owned and managed by Great Yarmouth Borough Council, a stock retained authority. It consists of 349 flats and 130 maisonettes in low rise blocks. The blocks are mostly split between seven closes, 4 streets and 3 ways. There are also fourteen houses. In 2004 the Middlegate Estate ranked the 55th highest super output area, nationally on the Index of Multiple Deprivation.

Neighbourhood Management is about improving services to better meet the needs of the local community. Fundamental to this programme is a resident-led approach. Eight local residents sit on the Comeunity Board. Working groups are chaired by local residents and the Programme supports the work of the two Community Partnerships more widely. Building community capacity is essential for both the longer-term sustainability of the programme and the projects identified.

The Board is supported by four working groups looking at the following themes; Community Engagement, Cleaner and Greener, Raising Aspirations and Community Safety. Each of these groups are currently exploring neighbourhood-based interventions to address issues raised by residents through extensive consultations. A Focus Group consisting of a range of stakeholders has formed to look specifically at how a range of interventions need to be co-ordinated and targeted on the Middlegate Estate as our hotspot of deprivation. This piece of work sits within the Middlegate Focus Group.

## Project Focus

The successful applicant will facilitate a range of events and activities with residents, service providers and other stakeholders to build an overarching vision for the estate up to and beyond 2010. This will include, but not exclusively aspects of health, crime, education, young people, financial inclusion, physical environment and housing. Fundamental to this will be the building of community capacity to ensure residents own this process and are empowered to lead future developments. Due to the size of the estate and its population it is expected that efforts to contact 100% of residents be pursued in developing this vision. Support will be available from the community development team, tenant participation team and estate management team in achieving this.

The successful applicant will also build effective relationships with key stakeholders to ensure multi-agency buy-in and senior commitment. It is anticipated that the visioning exercise will result in the formation of a neighbourhood-based plan for the estate, which will link into existing strategies and plans and will have gained senior commitment from a range of stakeholders and interests.

### *Ways of working*

- The successful applicant should utilise a range of innovative and creative methods of engagement, which aim to engage the most marginalised sections of the community.
- The successful applicant will adopt a flexible approach to respond to the time constraints and capacity issues for local residents and organisations.
- The successful applicant will provide monthly feedback to the Middlegate Focus Group.
- The successful applicant will demonstrate proven negotiation and influencing skills at a senior level.
- The successful applicant will advocate an empowerment approach to working with local residents and will be competent in addressing issues of equality and social justice in the wider community.

<b>Project Constraints</b>	
<b>Timeframe</b>	Applicants are asked to include an outline timeframe for this exercise. The successful applicant will be asked to start this work by or before January 2008 for completion by 31st March 2008.
<b>Budget</b>	Applicants are asked to provide a comprehensive set of costings for this piece of work, which will include staff time, resources, materials and VAT

<b>Reference to attached documents</b>	<u>Neighbourhood Management Delivery Plan</u>
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<b>Project is to be delivered in accordance with the following quality expectations / standards / policies / laws</b>
<ul style="list-style-type: none"> <li>• Meet with contractual obligations and 'ways of working' outlined in this project brief.</li> <li>• Have adequately qualified staff.</li> <li>• Completed without danger to the reputation of the Comeunity Programme.</li> </ul>

<b>How to Apply</b>	
<b>Stage 1: Written Express of Interest</b>	
<b>To submit</b>	Interested parties are invited to deliver bids directly to the Comeunity Programme at the Neighbourhood Centre, 143 King Street, Great Yarmouth, NR30 2PQ.  Partnership proposals will be accepted. The bid will need to clearly outline who the lead agency is, how roles will be defined and a partnership approach managed.
<b>Deadline for submission</b>	<b>12 noon Monday 19th November</b>
<b>Limits to the bid</b>	Maximum five pages of A4, Arial font, minimum point size 12.
<b>Format of bids</b>	All bids for this project must cover, <ul style="list-style-type: none"> <li>• The seven main areas of assessment, outlined in the box below.</li> <li>• Project personnel, length and variety of experience, roles within the project, number of days allocated to the work, price of the project and whether VAT is applicable to your organisation if delivering this project;</li> <li>• An outline timetable for delivery covering key tasks, milestones and allocation of roles within tasks.</li> </ul>

<p><b>Main assessment areas for written bids</b></p>	<p>Bids will be assessed according to evidence of,</p> <ol style="list-style-type: none"> <li>1. Understanding of the project focus in your own words, and how the proposal supports the aims of the Comeunity Programme.</li> <li>2. Understanding of the issues presented to residents living in deprived neighbourhoods and reference to the local context in South and Central Yarmouth.</li> <li>3. Expertise and innovation in the field of regeneration and social planning</li> <li>4. Proven track record in delivering social planning exercises in similar locations.</li> <li>5. Track record in working with residents in an empowering way.</li> <li>6. Track record in facilitating partnership working with a range of sectors and interests.</li> <li>7. Proven project management skills and the ability to work within a designated budget and timescale.</li> </ol>
<p><b>Presentations</b></p>	<p>Short-listed applicants will be invited to interview on <b>Friday 30th November</b></p>

<p><b>To whom bids should be sent</b></p>	<p>Rob Gregory Comeunity The Neighbourhood Centre 143 King Street Great Yarmouth NR30 2PQ</p> <p>01493 845920 <a href="mailto:rg@great-yarmouth.gov.uk">rg@great-yarmouth.gov.uk</a></p>
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