

# Commissioning Specification

## Introduction

The Housing Block of the Oldham Partnership is seeking to commission research in order to identify effective methods of:

- Building community cohesion and engagement in neighbourhoods experiencing (or predicted to experience) substantial changes in ethnic and social composition;
- Supporting new residents moving to non-traditional areas within the private rented and owner-occupier sectors through community induction projects;
- Working with existing communities to prepare them for changes in neighbourhood composition, reduce the likelihood of their moving away and make them more likely to adjust successfully to change in their neighbourhood.

This research will comprise three elements:

- Stakeholder interviews and a literature review of community induction projects with a particular focus on their applicability and adaptability to the owner-occupier and private-rented sectors of the housing market;
- Focus groups in the Chadderton North area exploring a range of issues around housing, community cohesion and perceptions of the neighbourhood;
- Evaluation of a small local pilot of the 'light touch' model of community support recently advocated by the Joseph Rowntree Foundation (see <http://www.jrf.org.uk/pressroom/releases/290307.asp> for further information) with a view to informing future use of this model in Oldham. It is anticipated that this pilot will be conducted with an existing community group located in Chadderton North with a focus on housing issues.

It is proposed that the research will be conducted by an independent research organisation with expertise and experience in:

- Conducting focus groups;
- Conducting research and evaluation with community organisations.

The research organisation should also have experience in conducting qualitative research with a focus on housing and at least one of the following additional areas:

- Community cohesion ;
- Community engagement.

The researchers will be required to:

- Present findings and recommendations at a research dissemination event;
- Share interim findings as they emerge (it is anticipated that some elements of the research will be completed before others);
- Provide a draft report (details to be agreed);
- provide six bound paper copies of the final report and two unbound paper copies of the final report;
- provide electronic versions of the draft and final reports to the commissioning parties;
- provide anonymised transcriptions of the focus groups in paper and electronic form, accompanying the draft report.

The project will be managed by Janet Hanley, who will be supported by a steering group of Oldham MBC officers and members of the Oldham Partnership who between them have local knowledge of Chadderton North, housing issues, community cohesion, engagement and development and relevant research experience which may inform the further development of the research. It is expected that the research organisation, in consultation with the research steering group, will take a leading role in developing the methodology and tools to be used in the research.

The total cost of the research will not exceed £12,000 exclusive of V.A.T. The research must be completed and dissemination events held by the end of March 2008.

Those interested in being considered are requested to provide the following:

- Completed Expression of Interest Form;
- Discussion of the methodological approach proposed for each of the research elements, including initial proposals for the design of the focus groups and preferred approaches to evaluation (within Expression of Interest).
- a fixed price quotation (including expenses) for the work outlined, including a detailed pricing of each element of work;
- Names and summary C.V's of staff to be appointed to the work, together with the details of the time commitment from each person;
- Details for any sub-contractors which it may be proposed to employ;
- One copy of a recently completed example of qualitative research in a related area so that we can assess the quality of the final document production;
- Three references, including referees with knowledge of the consultants' experience of conducting qualitative research in the areas of housing, community cohesion or community engagement.

The final report shall be the property of the Oldham Partnership who shall have the right to produce and distribute additional copies and to publicise research findings.

Evaluation of the submissions will be based on the following criteria:

- Evidence of expertise of team members in all aspects of conducting qualitative research;
- Evidence of relevant experience through undertaking similar work elsewhere, including expertise relevant to the research topics;
- Clear and specific explanation of the methodology to be used in each element of the research;
- Ability to deliver the required outputs to a high quality within the specified deadlines;
- Quality of the recently-completed qualitative research report provided as a sample of work;
- Value for money.

The commissioning parties reserve the right not to accept the lowest tender; the decision will be based on an assessment of the most suitable proposal.

Expressions of interest should be submitted on the template provided. Electronic copies should be submitted to Tania Ellahi ([tania.ellahi@oldham.gov.uk](mailto:tania.ellahi@oldham.gov.uk)) no later than 5 p.m. on 20<sup>th</sup> July 2007. Signed paper copies may follow by post and should be addressed as follows:

Private and Confidential  
 Tania Ellahi  
 OMBC  
 Rm 437 Level 4  
 West St  
 Oldham  
 OL1 1XL

### Programme Specification

<b>Project Title</b>	<b>Developing Community Cohesion in Areas of Housing Market Change</b>
<b>Objective</b>	To identify effective methods of: <ul style="list-style-type: none"> <li>• Building community cohesion and engagement in neighbourhoods experiencing (or predicted to experience) substantial changes in ethnic and social composition;</li> <li>• Supporting new residents moving to non-traditional areas within the private rented and owner-occupier sectors through community induction projects;</li> <li>• Working with existing communities to prepare them for changes in neighbourhood composition, reduce</li> </ul>

	the likelihood of their moving away and make them more likely to adjust successfully to change in their neighbourhood.
Target groups	Among Chadderton North residents we are particularly interested in hearing from: <ul style="list-style-type: none"> <li>• Long-term residents;</li> <li>• Newer residents / recent movers;</li> <li>• Older White British residents;</li> <li>• Bangladeshi British residents;</li> <li>• Residents in private rental sector;</li> <li>• Owner-occupiers</li> <li>• Residents in the Chadderton HMR area.</li> </ul>
Interventions	<ol style="list-style-type: none"> <li>1. Literature review of community induction projects and stakeholder interviews with those delivering community induction projects with a view to assessing how such projects may be expanded to cover owner occupiers and people in the private rented sector.</li> <li>2. Focus groups with Chadderton North residents covering housing issues and aspirations, perceptions of the local neighbourhood and perceptions of change in the local neighbourhood.</li> <li>3. Evaluation of a small pilot of the JRF 'light touch model' of community support based in Chadderton North.</li> </ol>
Number of research participants	To be stated in the submission as part of the proposed methodology.
Duration of programme	August '07 to 31 <sup>st</sup> March 08
Funding available	Up to £12 000 exclusive of V.A.T.
Additional requirements	Presentation and dissemination of findings and recommendations (see above)