

# 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 involve three elements.

1. Finding and reviewing information about other community induction projects and initiatives with receiving communities, with a focus on identifying good practice that might be applied to the owner-occupier and private rental sector within changing neighbourhoods in Oldham Borough.
2. Conducting qualitative research with residents in Chadderton North and some adjacent areas to inform the development of a model for engaging and working effectively with existing communities experiencing or predicted to experience changes in neighbourhood composition. It is expected that this work would draw out information about residents housing aspirations, attitudes and perceptions around neighbourhood change and perceived causes of community tensions. The steering group considers that focus groups may be the best way of gathering this information but would consider alternatives that deliver the needed outcomes. The steering group is particularly interested in proposals with potential to directly benefit Chadderton North or Oldham Borough more generally (for example, through developing community researchers, or identifying a pool of people willing to be involved in future engagement work). The steering group would also welcome proposals that take account of the potential need to address tensions or issues that may emerge as a result of this element of the research. The steering group considers that the Building Good Relations project is a potential source of support in this

respect, but will consider other suggestions put forward in submissions.

The steering group are particularly interested in finding out about the views and perceptions of: older residents, long-term residents, people who have recently moved to Chadderton North, people in both the social and private rental sectors and owner occupiers.

The steering group recognises that the time frame for the research is constrained and is able to offer support through the Chadderton Area Action Team with respect to facilitating contacts and/or supporting recruitment of focus group participants.

3. Drawing on findings from the other elements of the research, the researchers will develop a model for community engagement in Chadderton North. This model should take account of both existing communities and new residents. The Housing Block intends that elements of this model will be able to be applied and used in other areas undergoing similar change. Where appropriate, the model should indicate where existing organisations or projects (such as Building Good Relations and existing tenants' associations etc.) could effectively deliver elements of the model. The researchers will provide recommendations about how to effectively evaluate the implementation of the model on an ongoing basis.

It is proposed that the research will be conducted by an independent research organisation with experience in conducting qualitative research in at least one of the following three broad areas: housing; community cohesion and; community engagement.

The researchers will be required to:

- Present findings and recommendations at a research dissemination event;
- Share interim findings as they emerge through meetings with the Project Steering Group and provision of interim drafts reports (it is anticipated that some elements of the research will be completed before others);
- Attend meetings with the Project Steering Group and be in regular contact with the Project Manager;
- Provide draft reports;
- 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 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 £13,500 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 (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 of sub-contractors which it may be proposed to employ;
- One copy of a recently completed example of a qualitative research report 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 conducting qualitative research, with particular reference to the qualitative methodologies proposed;
- Clear, detailed description of the methodologies to be used in the research. The methodology should be fit for purpose and the description should include consideration of practical and ethical issues that may emerge, together with approaches for addressing these;
- Evidence of relevant experience through undertaking similar work elsewhere, including expertise relevant to the research topics;
- 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. Signed copies should be submitted to Tania Ellahi ([tania.ellahi@oldham.gov.uk](mailto:tania.ellahi@oldham.gov.uk)) no later than 5pm on 10<sup>th</sup> September 2007. Copies should be marked as follows:

Private and Confidential  
 Tania Ellahi  
 OMBC  
 Room 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>	<p>To identify effective methods of:</p> <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 the likelihood of their moving away and make them more likely to adjust successfully to change in their neighbourhood.</li> </ul>
<b>Target groups</b>	<p>Among Chadderton North residents we are particularly interested in hearing from:</p> <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>• Residents in social rented sector;</li> <li>• Owner-occupiers</li> <li>• Residents in the Chadderton HMR area.</li> </ul>
<b>Interventions</b>	1. Identification and sharing of good practice in

	<p>community induction projects and work with receiving communities elsewhere, with particular emphasis on initiatives that can be applied within the owner occupier and private rental sectors.</p> <ol style="list-style-type: none"> <li>2. Research with Chadderton North residents examining housing issues and aspirations, perceived change in the community, community tensions and community cohesion issues. The steering group considers that focus groups may be the best way of obtaining this information, but will consider other proposals.</li> <li>3. Development of a model for community engagement in Chadderton North that takes account of both existing communities and new residents, which will have application in other areas experiencing similar changes in area composition.</li> </ol>
Number of research participants	To be stated in the submission as part of the proposed methodology.
Duration of programme	September '07 to 31 <sup>st</sup> March 08
Funding available	Up to £13 500 exclusive of V.A.T.
Additional requirements	Presentation and dissemination of findings and recommendations (see above)