

**OFFICER DELEGATION SCHEME  
RECORD OF DECISION**



**TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES**

<b>Date:</b> 10/05/2021	<b>Ref No:</b> LR087
<b>Responsible Officer:</b> Lynne Ridsdale – Deputy Chief Executive (Corporate Core) Vicky Clark - Assistant Director, Public Sector Reform	
<b>Type of Decision (please refer to MO Guidance):</b>	
<b>Key</b> <input type="checkbox"/>	<b>Non-Key</b> <input checked="" type="checkbox"/>
<b>Freedom of Information Status:</b> <i>(can the report go in the public domain)</i> Yes	
<b>Title/Subject matter:</b>  Community Champions Role Profile and Development Initiative – Award following tender	
<b>Budget/Strategy/Policy/Compliance:</b>	
(i) Is the decision within an Approved Budget?	Yes
(ii) Is the decision in conflict with the council’s policies, strategies or relevant service plans?	No
(iii) Does the decision amend existing or raise new policy issues?	No
(iv) Is the decision significant and/or does it meet the £100,000 threshold for recording?	No
<b>Equality Impact Assessment</b> [Does this decision change policy, procedure or working practice or negatively impact on a group of people? <b>If yes</b> – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	No change in policy. Equality Analysis to be kept live by the successful bidder as part of good practice in their community engagement activity.

**Summary:**

Bury has been awarded £467,000 by MHCLG to deliver the Community Champions scheme as outlined in a previous report to the Emergency Powers Group. The purpose of the funding is to work with communities in a targeted way to reduce transmission of Covid 19 and mitigate the social impacts of the pandemic, with a multi-faceted approach being taken locally, including to:

- Engage and mobilise existing community leaders to enable better understanding and dissemination of key messages and meaningful engagement on issues and support requirements.
- Target communities on a risk basis, for example, prioritised engagement with BAME communities in the context of known risks around vulnerability to Covid and vaccine take up
- Resource gaps in community engagement with groups where public service relationships are currently absent or weak
- Develop the tools and techniques for the longer-term community engagement, which will be based on a 'champion' approach
- Collate real-time qualitative feedback across all community groups for inclusion within the weekly dashboard to inform Gold strategy

A procurement exercise took place during April 2021 in relation to securing provision to develop the Community Champions and Community Connector Ward Profiles and related skills development officer. The specification requirements included:

Provision of expertise, insight and information on how best to engage and communicate with Bury's communities. This should recognise the variance in these (and impact this will have on engagement and mobilisation approaches):

- (a) of geography (hyper-local communities within five neighbourhoods, across one Borough as part of the Greater Manchester city-region),
- (b) of interest (including in terms of Protected Characteristics as per Bury's Inclusion Strategy)
- (c) of experience (including inequalities in terms of impact of, and risk from Covid-19 – both health related concerns and wider societal impact)

- Outlining and developing opportunities to a/ engage existing community leaders and b/ mobilise wider residents, including addressing specific barriers, stigma and mood within our different communities.
- Development and provision of bespoke role description for the role of Community Champion, to build on current volunteer capacity and engage the wider public. This is to include proposing if/how this would be tailored to across our communities
- Development and provision of a bespoke role profile for Community Connectors, with specific reference to the role of Ward Councillors
- A skills assessment for the Community Champions and Community Connectors roles in a Bury context, highlighting local risks in terms of skills-gaps across these profiles.
- Provision of a tailored skills development offer, specific to the

**Wards affected:** All

**Consultations:** Community Champions paper via Covid Silver; Communities Portfolio Holder; Informal Cabinet; Emergency Powers Group; VCFA Chair

**Scrutiny & Review Committee Interest:** None directly, though would report to Overview and Scrutiny if required

**Options considered:**

1. To award the commission to Collaborate Out Loud CIC for this element of the Community Champions programme as highest scoring bid, with a payment of £25,000 from the Community Champions budget
2. To not award funding on the basis of applications received on this occasion.

**Decision** *[with reasons]*

Option 1 as the highest scoring bid, from Collaborate Out Loud, demonstrated strong proposed delivery against the specification and met the criteria for funding award.

**Decision made by:**

**Signature:**

**Date:**

L. Ridsdale, Deputy Chief Executive



12.05.21

**Members Consulted** *[see note 1 below]*

Cabinet Member

Opposition Spokesperson

### **Notes**

1. Where, in accordance with the requirements of the Officer Delegation Scheme, a Chief Officer consults with the appropriate Cabinet Member they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained if required, to confirm that he/she has been consulted. Please refer to the MO Guidance.
2. **This form must not be used for urgent decisions.**
3. Where there is any doubt, Corporate Directors should err on the side of caution and seek advice from the Council's Monitoring Officer.