

## **Plymouth Third Sector Consortium Equalities Network**

### **1. Background**

Plymouth Change Up Consortium working with Plymouth 2020 is aiming to create sustainable and effective voluntary and community sectors (Third Sector) in the city, supported by high quality services. This includes practical support and strategic engagement to help shape local services, with engagement in the planning commissioning and delivery of these services.

A number of pieces of work have been commissioned by the Consortium with funding from Capacity Builders (a national programme) to ensure that the right support and engagement is achieved and developed.

The Consortium now wish to commission a piece of work to establish an appropriate Equalities Network to operate across the City. This work has been planned in two phases as follows:

Phase 1 - Research the needs for a Equalities Network

Phase 2 – Establish and develop the Equalities Network for an initial period of 12 months.

### **2. Timescale for commissioning of work**

- Tenders to be returned by **12.00pm on 29<sup>th</sup> January 2010**
- All organisations submitting a full tender will be invited to make a short presentation of the work (10mins) and take part in a short Q&A session. This will take place on **1<sup>st</sup> February 9.30am – 12.30pm.**
- Contract to be awarded by **8<sup>th</sup> February 2010**

### **3. Funding of work**

Plymouth Third Sectors Capacity Builders Modernisation Grant will be used to fund this work. We have allocated up to £10,000 for this element of work, which will be awarded for the total of phase 1 and phase 2.

#### **4. Identified equality target groups**

There are six identified equality target groups, or equality strands, that are central to the equality agenda.

These are:

- race
- gender
- disability
- sexual orientation
- age
- religion and or belief.

It may be necessary to consider other factors such as health inequalities and deprivation as appropriate.

#### **5. Form of Expression of Interest**

**Your proposal should be in completed in no more than 10 A4 sides (Arial 12 point font). Please detail:**

1. Your proposal should illustrate clearly:
  - a. Your direct experience of community organisations
  - b. knowledge of the community and voluntary sector
  - c. Knowledge of equality organisations and issues both locally, regionally and nationally
  - d. Your experience in researching and developing projects
2. Your proposal should demonstrate how this network will engage wider strategies and developments in Plymouth.
3. A robust work plan and outline programme of work for establishment of the Equalities Network, this should also include:
  - a. Inclusivity – how will you ensure the network meets the needs of all
  - b. Sustainability
  - c. Timetable and milestones
  - d. How your organisation can deliver benefits for the network.
  - e. The names, role and experience and qualifications of those who will be involved in providing the service
4. The work plan must provide adequate justification of costs; detailing the total cost of the project and to include a breakdown of all elements of the project. Costs to include:
  - a. All staff day rates and total costs per team member,
  - b. staff contributions and time allocated per activity,
  - c. travel and subsistence rates,
  - d. any other costs (please detail)
  - e. include VAT where applicable

## **Submission of tenders**

Send completed tender by **12 noon 29<sup>th</sup> January by email or hardcopy to:**

For the attention of:

**Ruth Walls**

**TENDER: PRIVATE AND CONFIDENTIAL**

Plymouth Third Sector Consortium

Plymouth Guild

Ernest English House

Buckwell Street

Plymouth

PL1 2DA

Tel: 01752 201766

Fax: 01752 202214

[ruth@plymouthguild.org.uk](mailto:ruth@plymouthguild.org.uk)

*All proposals will be acknowledged on receipt.*

Tenders will not be considered if the complete information called for is not given at the time of tendering.

The Plymouth Third Sector Consortium would also like to you to make a short presentation of your proposal to the selection panel and to answer questions concerning your proposal and presentation. The presentation interviews will take place on **Monday 1<sup>st</sup> February 9.30am – 12.30pm** and will be held at the offices of Plymouth Guild.