

Invitation to Quote

PlayZone Insight Data

Closing Date:
9 am on 4th March 2024

activepartnerstrust.org.uk

Date 25th February 2024

Active Partners Trust is seeking to appoint an organisation or individual to provide insight data to support a 'Narrowing the Focus' process for PlayZone investment in Ashfield, Bolsover and Chesterfield.

1. About Active Partners Trust

Being physically active is good for us, for society, health, and even for the economy. There's no doubt about that. But how do we get people moving more? That's a bit trickier, and the need varies from place to place, programme to programme, and person to person.

As one of 43 Active Partnerships (APs) across England, Active Partners Trust, working in Derbyshire and Notts, teams up with local councils, community groups, businesses, healthcare organisations, charities and more to find out what's needed. That means asking questions, making suggestions, sharing our knowledge, finding the right partners, and spotting opportunities, all to make movement part of everyday life. Because when we all work together, we can better understand, reach, and support the people who need it most.

Making our Move - [Our shared vision for Uniting the Movement in Notts and Derbyshire](#) is a new plan to guide our and partners' work over the next 10 years - where we work and how we work.



Our values and behaviours define us as an organisation - they are who we are and what we stand for.

Our values

Make a Difference. We seek to positively make a difference through movement, physical activity and sport. We add value through insight and learning, influencing relationships, strengthening our networks and connections and embedding what works well.

Integrity. We will act with integrity in all that we do, being open, honest and trusted. Encouraging this culture with others.

Collaborate. We commit to collaborate, giving time and space to develop relationships, to listen, to reflect and to build shared purpose. We take collective responsibility and learn together to inform our work.

Inclusive. We ensure we are inclusive in everything we do. We are open-minded and equitable, encouraging others to reflect on how they think and act. We are a committed ally to inclusion.

Passionate. We believe in what we do. We are energetic, curious and aspire to think creatively. We are bold in our thinking, not afraid to try new things.

Our behaviours

We will

- Seek to understand and add value
- Be open and honest
- Be mindful of others and show emotional intelligence
- Lead by example, adapting our style as required
- Take collective responsibility and be accountable for our actions
- Give time and space to developing relationships
- Be open-minded and equitable
- Commit to being an ally of inclusion
- Be willing to learn and grow
- Believe in what we do
- Bring energy, curiosity and courage to our work
- Positively and professionally challenge views

2. Background to this work

Ashfield, Bolsover and Chesterfield Local Authority areas have been identified in Phase 3 of the Football Foundation PlayZone programme. The three local authorities are working with

Active Partners Trust (Active Derbyshire) to deliver investment from the programme into local communities. The next stage of the process is to complete 'Narrowing the Focus' documents which will be submitted to the Football Foundation prior to 20 March 2024.

3. Scope, outputs and timescales

The scope of the work is to provide reports containing the following data analysis; required would be as follows:

Districts - Ashfield, Bolsover, Chesterfield

Breakdown of Active Lives Survey data to compare district with East Midlands and England activity and inactivity levels.

A deep dive into Active Lives Survey data based on demographic groups less likely to be active in each of the three districts. The groups being:

- Women
- Disability / Long term health conditions
- Cultural Diversity
- Lower Socio - Economic Groups (NSEC 6-8)

Geographical areas (MSOA or LSOA) analysis to help identify places of need for PlayZone delivery, ideally cross referenced with dominant priority groups

The final reports for each district should be provided by Friday 15 March 2024.

4. Progress Updates

The reports should be forwarded to James Cook, james.cook@Activepartnerstrust.org.uk by the 15 March. No interim updates are required.

5. Contract details

This contract will be with Active Partners Trust.

The successful organisation or individual will report and be accountable to James Cook and will be responsible for the successful delivery of the key tasks as outlined in section three.

The term of this contract shall be from the day of commencement as soon as possible following appointment.

6. The fee

Provide a cost for this work (inclusive of VAT and expenses).

7. Quotation submission

Quotations should be submitted by 9.00am on Monday 04 March 2024, via email to james.cook@activepartnerstrust.org.uk

Submitted quotes should include the following:

- CV and/or covering letter which summarises the skills and experience relevant to the project scope and assessment criteria
- A clear proposal for how the work would be carried out
- A schedule of costs and services
- Any further information which may support the proposal

8. Assessment Criteria

The quotation will be assessed against the following criteria:

Evidence of knowledge, expertise and experience in data analysis

Suitability of the proposed approach

Evidence of capacity to undertake the work within the defined budget and timescale

Value for money

Availability

Active Partners Trust reserves the right to shortlist quotations based on the criteria above and undertake follow-on interviews with shortlisted candidates.

If interviews are not required, the successful individual/organisation will be notified by Wednesday 06 March 2024.

Any request for feedback should be made to James Cook
james.cook@Activepartnerstrust.org.uk

End

**James Cook
Strategic Lead
Active Partners Trust**

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