



Imagine: a hundred years of homes in Bath

Evaluation Consultant– BRIEF

We are seeking an evaluation consultant to review the effectiveness and value of our project, *Imagine: a hundred years of homes in Bath*. The project offers opportunities for people to engage creatively with housing archives. Throughout the project we need to explore whether creativity adds engagement and research value and could broaden our audiences in the future.

This project is funded by the Wellcome Trust.

1. Introduction

Background

This public engagement project is linked to the larger archive cataloguing and conservation project 'Building a Healthier City 2: slum clearance, council housing and renovation in Bath, 1890-1995' which runs from 31 December 2020-30 August 2023 and is also funded by the Wellcome Trust.

'Building a Healthier City 2' is opening up new opportunities for research into the relationship between housing and health, answering a need for easily accessible archival resources for studies of housing at a local level. It will enable access to significant records relating to slum clearance, provision of council housing, and renovation of unfit properties in Bath.

Spanning over a century, the records are valuable in enabling researchers to understand the different ways in which unhealthy housing was replaced or renovated, and to assess the success and failings of different approaches. Much research on housing and public health confines itself to readily available, top-level resources and published local medical officer of health reports. Studying in detail how national and local policies were actually implemented, and assessing their effectiveness, enables a much more complete understanding of the relationship between housing policies and health outcomes.

Summary of engagement project

As part of the larger project, Bath Record Office (BRO) has been able to apply to the Wellcome Trust for additional funding for engagement activities with local community groups, in partnership with [Creativity Works](#) and the [Genesis Trust](#).

The engagement project aims to:

- work with two community groups affected by housing issues to develop artist-led workshops exploring housing archives;
- deliver creative archive workshops to participants from the groups, to promote wellbeing;
- evaluate creative approaches to archive engagement;
- broaden Bath Record Office's collections by preserving creative responses from the groups;
- provide public engagement experience for Bath Record Office staff.

The records of Bath's housing history offer outstanding opportunities for research into the relationship between housing and health. Whilst they are principally made available through traditional channels, this project will provide BRO staff with an opportunity to introduce members of the community affected by housing issues to original housing records.

These records were created by the Council for official purposes. Through engaging activities facilitated by artists, supported by community ambassadors, and project managed by Creativity Works (our community engagement partner), this project will allow

participants to interact with records of the past in the light of their own experiences, providing them with creative space and enhancing wellbeing. BRO hopes to collect, preserve and make available some of the creative responses, broadening the perspectives available to researchers in the archive.

In-depth evaluation will explore whether creativity adds engagement and research value and could broaden our audiences, to inform future work.

2. Scope of Works

The aims of the evaluation will be to:

- Assess the participants perceptions and awareness of archives and BRO, their perceptions of their community and relationship with housing prior to and post engagement.
- Assess the value of creative engagement with archives, for both participants and BRO.
- Evaluate the process of BRO working in partnership with local community groups.

The evaluator will be expected to:

- Develop evaluation methods and set out the framework of approach.
- Complete the gathering of qualitative data and evaluation from staff, participants, and other partners. This will include attending some group sessions and conducting in-person evaluation.
- Retain evaluation records, to include any feedback from the sessions with participants.
- Complete the final evaluation report, including recommendations for future engagement.

Final report will be shared within the partner organisations and more widely.

3. Programme:

The two community groups are:

Get Creative - a peer led group for adults of a wide range of ages based at Foxhill Hub, Bath. They work in a variety of mixed media, using creative arts to support their wellbeing. Foxhill residents have recently won a Judicial Review to save 542 of their homes from demolition.

Genesis Trust - offers immediate practical help to people in Bath who are hungry, homeless and vulnerable. It provides long-term help and opportunities for people to rebuild their lives and work towards independence.

Dates for consultant work delivery is **July to October 2022**.

It is estimated that the budget will allow for a consultant to undertake 15 days' work spread across the project period with the evaluation framework delivered by mid-July and final evaluation report delivered end of October 2022.

Proposed Project Programme

Date	Activity
9 May	Deadline for artists applications
10 May	Community group selection for Creative Facilitator interview by Creativity Works and 'Get Creative'
17 May	Interviews for the Creative Facilitator undertaken by Creativity Works and 'Get Creative'
W/C 23 May	Advertise for the Evaluation Consultant post
Midnight 12 June	Deadline for Evaluation Consultant applications
14 June and 21 June	2 Taster sessions for 'Get Creative' group with artists based on Bath Record Office resources
15 June	Shortlist for Evaluation Consultant

21 June	Interviews for Evaluation Consultant
28 June- 2 August	6 creative sessions with each 'Get Creative' group
17 July	Evaluation framework completed, followed by approval from Project staff
18 August	Taster session for Genesis Trust group with artists based on Bath Record Office resources
25 August-29 September	6 creative sessions with Genesis Trust group
6 October (TBC)	Genesis Trust review session. Evaluator presence highly advised
21 October	Submission of a draft of the report from Evaluation Consultant, for Project Staff review
31 October	Submission of the final report from Evaluation Consultant

5. Management Reporting Structure

Reporting directly to Bath Record Office.

The Project Team is made up of:

Bath Record Office

Lucy Powell – Project Lead Archivist
Drew Westerman – Project Archivist
Hannah Whittingham – Project Archivist

Creativity Works

Genesis Trust

6. The Selection Process

The consultant will not be selected on the basis of price alone as many factors will affect the success of the project. The following, in no particular order, will be taken into consideration in the selection process.

- Relevant experience
- Price
- Quality of work
- Relationship with previous clients/references
- Ability to work with Client to overcome issues
- Approach to working with the Client
- Current workload and capacity to undertake this project

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply.

Competitive tendering exercises will be used to ensure value for money is achieved, taking into consideration proposed fees and quality of service.

Application tenders will be received and reviewed by the Project Team.

There will be a short list of candidates selected for interview. Interviews via zoom will enable a final decision to be made.

7. Submission

Tenders to be received by midnight on the **12 June 2022**

Tenders to be submitted to Bath Record Office via email: archives@bathnes.gov.uk

Any enquiries about this project to be directed to Hannah Whittingham via email hannah_whittingham@bathnes.gov.uk or alternatively by phone (01225 477421).

To make an application

Please include an up-to-date CV with covering letter providing recent examples of how you meet the specifications of the brief and your daily rate. Please also provide a basic outline

of how you would approach the task of evaluating this project and an example of previous work.