Evaluation Consultant
(Festival Bridge Local Cultural Education Partnerships)

1. **Summary**
   Festival Bridge, part of Norfolk & Norwich Festival, is seeking an experienced consultant to evaluate the impact of the 10 Local Cultural Education Partnerships (LCEPs) in Cambridgeshire, Norfolk, Peterborough and Suffolk.

   **Role:** The purpose of this evaluation would be to evaluate and report on the value of LCEPs operating in the Festival Bridge Region. To produce and deliver against an evaluation methodology designed to capture a range of quantitative and qualitative data, which forefronts the experiences of children and young people, and those that support their learning.

   **Location:** Working from home, as well as visits/training in a variety of locations within Cambridgeshire, Peterborough, Suffolk and Norfolk.

   **Fee:** The total amount available is £4850 - £6000 (including VAT). The tender costs should include travel and all other costs associated with the work.

   **Status:** Freelance Consultant

   **Reporting to:** Festival Bridge Senior Managers

2. **Objective for this contract**
   We are seeking an experienced freelance evaluation consultant with a strong understanding of the arts and cultural sector, and in particular of consortium working, to evaluate and report on the value of ten Local Cultural Education Partnerships operating in the Festival Bridge region. This will include developing and delivering an evaluation methodology, which should include a review and report on the current performance of the LCEPs as well as creating a structured approach to capturing data between now and 2022. Festival Bridge is working to support the structure, capacity and development of these partnerships with a view to them being self-sustaining by 2022.

   **The brief is to:**
   Produce and deliver against an evaluation methodology designed to capture a range of quantitative and qualitative data, which forefronts the experiences of children and young people, and those that support their learning. This might include:

   - Views of children, young people and their families
   - Views of schools including teachers and members of the senior leadership teams
   - Views of members of the partnerships including cultural and community organisations
   - Income generated through the partnerships
   - Use of partnership investment (provided by Arts Council England through the Festival Bridge)
   - Activity: type, quality, level of participation and experience including teacher CPD (with reference to Arts Council England’s Cultural Education Challenge and Quality Principles)
The context of the locality including the Indices of Multiple Deprivation and wider equality and inclusion agendas, such as the Cultural Inclusion Manifesto

Learning and development of the LCEP Chairs/steering groups

Structure and sustainability

The evaluation methodology should have considered the findings and recommendations of the Festival Bridge’s recent work with the RSA through the Evidence Champions programme and Creative Arts East national conference and case-studies on youth leadership

The outputs of this tender will be used to enable the following outcomes:

- An understanding of the current operation, performance, reach and impact of the ten LCEPs.
- The basis of a Case for Support for LCEPs to be formed in a way that can demonstrate value to local, regional and national funders, building on the current development training and support being provided through consultancy.
- Future Festival Bridge activity plans that ensure LCEPs are supported and sustainable beyond 2022.
- Templates and methodology to be used to continue to capture evaluation in a consistent way across the region such as a list of questions to ask young people their perspectives.
- Shared learning, transferable models and best practice within and beyond the region in support of future LCEP development across England. This should draw on the experiences and perspectives of stakeholders into what makes a successful LCEP.
- LCEPs to feel confident in continuing to capture and effectively use evidence in support of their work and the real difference that is making to the lives of children and young people in their locality.

3. Background

Local Cultural Education Partnerships (LCEPs) are partnerships of individuals including teachers and arts and cultural organisations working together to radically enhance the opportunity for children and young people to engage in cultural activity in their locality. Youth voice is an important feature of LCEPs and should help shape and drive the partnership. In each Local Cultural Education Partnership, the Bridge Organisation has worked with schools, the local authority, voluntary and community organisations, Higher Education, Music Education Hubs, and other funders to improve the alignment of cultural education for young people.

Festival Bridge is part of Norfolk & Norwich Festival. The Festival is an Arts Council England National Portfolio Organisation and one of 10 Bridge Organisations with a mandate to develop arts and cultural opportunities for children and young people in the East of England, with investment from Arts Council England and the Department for Education.

Festival Bridge works across Cambridgeshire, Norfolk, Peterborough and Suffolk, supporting and developing strong cultural education networks and partnerships, ensuring children and young people’s creative and cultural experiences are the most valuable they can be and acting as a leading hub of useful information to inspire cultural education practitioners.

We have worked in this place based approach since our inception in 2012. Some of our LCEPs are established, some developing and some emerging.

4. Timetable

Deadline for submissions: 9am on Tuesday 30 April 2019

Calls/meetings with short-listed consultants: Week beginning 6 May 2019

Successful consultant informed: By Tuesday 14 May 2019

Meeting with Festival Bridge team: By 31 May 2019

Draft methodology: By 30 June 2019

Final methodology to be signed-off by: By 19 July 2019
Future plans, templates and training delivered by: By 6 Sept 2019
Draft report of current LCEP performance: By 23 Sept 2019
Final report to be signed off by: By 3 Oct 2019

5. **Budget**

The total amount available is £4850 - £6000 (including VAT). The tender costs should include travel and all other costs associated with the work.

6. **Tenders should include the following**

- Credentials for your company and/or CV.
- Examples of similar training/advice you have delivered and an outline proposal of your initial ideas for an evaluation methodology based on this brief.
- A methodology of how you propose to meet the requirements of the brief.
- Details of two referees for whom you have done similar work.

7. **Selections criteria. Tenders will be assessed against the following:**

- How well the proposal meets the brief
- Experience of working with arts, cultural and/or education sector
- Knowledge of evaluation methods with specific reference to capturing the views of children and young people and the use of digital technology as an evaluative tool.

Please email applications to bridge@nnfestival.org.uk by 9am on Tuesday 30 April 2019.

For an informal conversation about the work please contact Steph Peachey on 01603 878285.