Since the invitation to quote was launched a number of questions have arisen. Below is an open response to these questions to try and provide clarity regarding the Project Brief and Bidders Response.

**Q. The Project Brief makes it clear that the approach should not duplicate existing work. What existing work is happening within Bicester, Kidlington and Banbury?**

A. Delivery plans are in place within Bicester and Kidlington, which include a range of activities. At this time, we are most interested in how healthy place shaping as an approach delivers change and what that impact is, rather than assessing individual projects. A delivery plan for Banbury will be co-designed during 2020. All delivery plans would be available to successful bidders during the initial stages of the project commencing.

**Q. To what extent is the project looking to understand the impact of healthy place shaping on residents as well as the wider system connecting around communities? Is there a greater emphasis on either of these?**

A. It is equally important to know if healthy place shaping is effective in addressing the determinants of health needs from both a resident and broader system perspective. Applications should consider how they would effectively maximise both areas of evaluation.

**Q. Are there specific priorities that the evaluation project must seek to understand, from within the wider list of priorities identified throughout the Project Brief?**

A. We are particularly interested in understanding if healthy place shaping is helping to reduce health inequalities and leading to a more connected system of place-based support.

**Q. What existing evaluation and data is either ongoing or would be available?**

A. There is a theory of change in place, as described in the PHE Guidance - A Place Based Approach to reducing Health Inequalities. Please refer to the Joint Strategic Needs Assessment for an understanding of the health needs of the three areas. The different programmes and activities are being monitored individually within the three areas, with project specific data being collected for certain activities. These data are held by the district council and would be available to successful bidders. There is no one evaluating the activities as a collective, overall programme, which is what this project would seek to achieve.

**Q. Is the project looking to provide detailed analysis of the economic benefit of healthy place shaping?**

A. No.

**Q. Have specific measures been developed for the evaluation of healthy place shaping?**

A. Some ideas have been drafted, but not finalised. As part of this project it is expected that the successful bidder would help to co-design the specific indicators of change that would help to understand the impact of healthy place shaping.

**Q. What would success of the project look like in 2022 for the evaluation steering group?**
A. That there is a robust evidence base helping to understand the impact of healthy place shaping.

Q. Who will the project report to? What are the wider governance arrangements?
A. Active Oxfordshire are the accountable body for this project. An evaluation steering group comprising of key local stakeholders and relevant experts will be directly responsible for the project and successful bidders will report into this group. The evaluation steering group report up to a healthy place shape steering group which is representative of Oxfordshire as a whole.

Q. Can Active Oxfordshire facilitate connections between agencies operating outside of Oxfordshire and local organisations?
A. No. Any collaborations between organisations will need to be developed by the respective bidders.

Q. Is there any flexibility on the budget and invoicing timelines?
A. The total amount available for this project is £150,000. This is fully inclusive of all costs, including VAT, expenses, etc. Invoicing will take place at the end of each project stage as set out in the Project Brief. Applications should carefully consider what they can deliver for the budget available.

Q. Can we attach CV’s to our application?
A. Yes. But this is not mandatory and is not scored. The ‘Experience’ section within the Bidders Response will score who will be part of the team to deliver the project.

If you have further questions please contact Graeme Sinnott by email only at gsinnott@activepartnerships.org