

The Health Scrutiny Support Programme



Invitation to bid for health scrutiny action learning project funding

Instructions and information on the bidding process

These instructions are designed to ensure that all bids are given equal and fair consideration. It is important that you provide all the information asked for in the format and order specified. Please contact Gareth Wall on 020 7296 6595 if you would like further information on what is required.

1. Background

The Health Scrutiny Support Programme will fund a small number of innovative projects each year which develop health scrutiny in a particular locality and from which lessons can be learned and best practice shared with other local authorities and health partners.

The programme is informed by the following key principles for effective health scrutiny:

- Focused on outcomes which improve the health and well-being of local people
- Providing the conditions for effective public accountability to local people in relation to their health and well-being through a coherent and proportionate programme which takes account of other audits and reviews
- Taking account of and seeking to address health inequalities
- Resulting in local action and improvements in local service delivery
- Promoting health and well-being in response to local circumstances and the needs of local people
- An informed joint enterprise between local authority overview and scrutiny committees and partners in the health economy
- Reflecting the complex solutions required for cross-cutting issues which impact on health and well-being
- Constructively informing and shaping proposed changes to health service provision which affect residents of the local authority
- Reflecting a proper balance between 'mainstream' scrutiny of public health issues and scrutiny of specialist areas of health
- Recognising the range of settings and providers on 'the patient journey' including the contribution of the voluntary and private sectors

2. The specification

The aim of each project must be to carry out a review of health services in response to a clearly defined local health issue or problem with a view to making recommendations which improve the health of local people. This must be clearly identified in section 2 of the bid.

Each bid must include arrangements for action learning which test and evaluate the review process and share the benefits of lessons learned to build capacity more widely across the sector. Successful action learning projects will be evaluated as part of the national research project and outcomes disseminated through the health scrutiny chairs' network.

Project funding is available to support the action learning process and other support necessary for the review which is **in addition to** the usual local authority scrutiny support. Please note the programme will **not** fund establishment staff costs, administrative time, overheads or capital/equipment costs.

One project will be funded for each of the English regions, as defined by the regional government offices, up to a total of 9 projects in year one of the programme. Projects completed within 12 months of commencement are encouraged but longer projects will also be considered. Programme funding awarded for an action learning bid may be combined with other funding streams where appropriate and this should be made clear in the bid. No single project will be funded above £20,000 exclusive of VAT in any one year.

3. Who can apply?

Bids will only be accepted from local authorities in England with the power to review health services under section 7 of the Health & Social Care Act 2001. Collaborative and joint projects are encouraged but each bid must be submitted by a lead local authority. Full details of the lead authority must be given in section 1 of the bid.

4. Returning bids & timetable

Two copies of your bid should reach The Centre for Public Scrutiny at Layden House, 76-86 Turnmill Street, London EC1M 5LG no later than **Monday 12th July**. Bids will be assessed by a panel from the stakeholder management group and successful bidders notified by **Wednesday 28th July**. Projects may commence as soon as practicable and no later than **1st October 2004**.

5. Evaluation criteria

In selecting bids for funding the following evaluative criteria will be taken into account:

- The rationale for choosing the topic for review and the expected benefits
- The added value of the action learning project to the health scrutiny function locally and nationally
- Processes for encouraging patient and public engagement
- Arrangements for working collaboratively with partner authorities, local NHS organisations and other agencies
- Consideration of public health issues locally including the wider determinants of health
- Consideration of health inequalities issues locally
- Consideration of the local socio-economic context
- Consideration of the strength of the local health economy
- Arrangements for the action learning process
- Arrangements for dissemination of learning from the project (which will be supported by the programme)
- Innovation and development of process and practice

6. Costs and charging arrangements

Each bid should give a detailed breakdown in section 4 of full costs (excluding VAT). Payments will be made by BACS following receipt of valid invoice on a quarterly basis. Please state whether VAT will be charged.

7. Format of bids

Bidders should present their bids in the following format **which should not exceed 5 sides of A4:**

1. Full details of the lead authority, details of partner organisations and management structure for the project
2. The review topic and expected benefits
3. How the project meets the evaluation criteria
4. Costs and charging arrangements

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