

PART A – Instructions to bidders

1. Invitation to Tender

- 1.1 This Invitation to Tender is issued by Hackney Council for Voluntary Service (HCVS). HCVS is funded by the Big Lottery Fund to deliver the Connect Hackney Programme and is solely responsible for meeting the terms and conditions of the contract with the Big Lottery Fund.
- 1.2 The deadline for responses to this tender is **12pm on Friday 24th August 2018**.
- 1.3 HCVS is responsible for the funds received from the Big Lottery Fund to deliver Connect Hackney and reserves the right to issue service level agreements (SLA's) to deliver aspects of the Connect Hackney programme.
- 1.4 Where service level agreements are issued, HCVS will agree arrangements with delivery providers and reserves the right to terminate or withhold funding, if the terms of the funding agreement are not being met.
- 1.5 HCVS is not liable for releasing any payments for the delivery of services outlined within the SLA, until grant payments from the Big Lottery Fund have been received. HCVS is required to submit performance and financial reports to the Connect Hackney Strategic Partnership Board and Big Lottery Fund on a quarterly basis.
- 1.6 HCVS reserves the right to cancel or amend the information contained in this tender at any time. This also relates to changes to the timing or any other aspect of the procurement process, including cancelling the procurement process at any stage, without prior notice.
- 1.7 HCVS is not liable for any costs or expenses incurred by bidders during this procurement process.
- 1.8 HCVS intends to accept the tender which scores the most marks against the criteria set out in this document. HCVS shall normally accept the tender submission that scores the highest and offers best value. However, if we are made aware of any information known by the bidder during the tendering process, that would have disqualified the bidder from being invited to tender, the bidder may then be excluded from the process. If this should happen, HCVS reserves the right to appoint the next highest placed bidder (based on the same assessment and due diligence processes).

- 1.9 HCVS will carry out due diligence checks as part of the tendering process, to ensure that bidders have the capacity and financial capability to enter into a service level agreement to deliver a project on behalf of the Connect Hackney programme. This will include reviewing audited accounts and if required, the most recent management accounts.
- 1.10 If the due diligence process indicates that a bidder does not have the organisational capacity or financial capability to deliver this service level agreement, HCVS reserves the right to appoint the next highest placed bidder (based on the same assessment and due diligence processes).

2. Timetable

Action	Dates
Invitation to Tender is issued	12 th July 2018
Deadline for Tender Submissions	12pm, 24 th August 2018
Assessment of Tenders including panel interviews with shortlisted bidders	27 th August – 7 th September 2018
Confirmation of preferred bidder/s and clarification of any outstanding issues.	w/c 10 th September 2018
Service Level Agreement Issued	w/c 24 th September 2018
Delivery Commences	TBC

3. Tender Documents

- 3.1 The bidder is expected to review this tender document in full, including all supporting appendices.
- 3.2 Bidders must respond to the criteria outlined in **Part B** of this tender and ensure that all of the information requested, is provided. If any of the information is not provided, HCVS reserves the right to reject the tender on that basis.

- 3.3 Bidders must submit a budget breakdown as requested in Part B, Section 11 detailing a total and full charge for the provision of the proposed project or service.
- 3.4 The charges must be quoted in pounds sterling and inclusive of VAT (where applicable) and includes all expenses relating to the delivery of the project.
- 3.5 HCVS reserves the right to discuss the expenses outlined and agree with the contractor a maximum sum for all expenses.
- 3.6 If the submission for this tender is a joint bid, the bidders will need to have in place a partnership agreement detailing the roles and responsibilities of each bidder in the delivery of the contract.
- 3.7 A lead bidder must be named in the tender submission and they will have ultimate responsibility for the delivery of the service level agreement. A signed partnership agreement must be submitted with the tender submission.
- 3.8 Unless detailed in the tender submission, the named bidders are expected to deliver all aspects of the service level agreement. The Connect Hackney team at HCVS should be notified immediately, if this is expected to change.
- 3.9 Bidders must declare any known or potential conflicts of interest in Part B, Section 12.
- 3.10 Any questions relating to the tender and tendering process must be submitted in writing to lola@connecthackney.org.uk prior to the tender deadline.

4. Submission of Tenders

- 4.1 Bidders must submit an electronic copy of their tender submission (including all supporting documents) to info@connecthackney.org.uk by **12pm on Friday 24th August 2018**. Please note that tenders received after the deadline will not be considered.
- 4.2 By submitting a tender, the bidder agrees to participate in the tendering process, which may include a panel interview involving staff and volunteers. Scores may then be moderated based on information provided at the interview.
- 4.3 By submitting a tender, the bidder agrees to keep the tender open for acceptance by HCVS for up to 60 days following the deadline for tender submissions.

5. Notification of Award

5.1 HCVS will issue a signed Service Level Agreement to the successful bidder, to constitute acceptance of the tender.

6. About Connect Hackney

6.1 Connect Hackney is a £5.8m programme aimed at enabling older people in Hackney to improve their wellbeing, by reducing or preventing isolation and loneliness amongst those aged 50 plus. The programme is managed by Hackney CVS and is one of fourteen programme areas in England funded through the six year Big Lottery Fund - Fulfilling Lives, Ageing Better programme.

6.2 Connect Hackney started as a programme in 2015 and will run until March 2021. The programme has the following outcomes:

6.3 **OUTCOME 1:** Increased numbers of older people who are socially isolated, engage in meaningful and enjoyable activities which result in new friendships, sustained networks, improved resourcefulness, more confidence and thus, ultimately, a better quality of life.

6.4 **OUTCOME 2:** Increased numbers of older people who are at risk of social isolation, engage in meaningful and enjoyable activities which result in new friendships, sustained networks, improved resourcefulness, more confidence and thus, ultimately, a better quality of life.

6.5 **OUTCOME 3:** Embed an asset model towards ageing and older people, where the latter are more actively engaged in the community and valued for the contributions they make (updated October 2017).

6.6 **OUTCOME 4:** Increased direct involvement of older people and people as they age in shaping policy and holding key stakeholders to account, leading to stronger partnerships and more effective, better coordinated delivery which reduces social isolation.

7. Connect Hackney – The first three years

7.1 To date, Connect Hackney has funded 23 community projects (Appendix 1: http://connecthackney.org.uk/resources/CH_Appendix_1.pdf) for older people who are isolated or at risk of social isolation. Evidence has started to emerge about the approaches and activities that have worked best in reducing and preventing isolation in Hackney's older population.

7.2 We know that there is still a lot more for us to learn about how isolation and loneliness affects older people and over the next three years (the second phase for the Connect Hackney), the programme will have a more explicit focus on data collection and learning, so that we can use this knowledge to influence the way that services are designed at a structural level.

7.3 **Connect Hackney – Key statistics from the programme to date**

- 2,338 participants to date have been involved in activities delivered across 23 projects.
- Approximately 27% of participants are male.
- Most activities have been group based, with some 1:1 provision.
- 60% of participants are aged over 65, with 9% aged 50-55.
- The programme has high participation rates from White, Black Caribbean and Black African individuals.
- One third of participants has a longstanding illness or disability.
- 15% of participants are carers.
- Social activities, coffee mornings and craft groups are the most popular activities, followed by physical activities, designing or delivering activities and learning new skills.

8. **Understanding social isolation**

8.1 Connect Hackney has been working to the following definitions of social isolation since the start of the programme in 2015 and will continue to use these definitions for the purposes of this tender:

Social isolation: Having no or very limited social networks (at most having once a week/weekly contact with friends, family or neighbours).

Being at risk of social isolation: Experiencing transitional life phases such as retirement, bereavement or divorce especially when living on a low income, experiencing ill health or disability, having less formal education, being LGBT or living in rented accommodation.

- 8.2 Our understanding of how people become isolated and the difficulties with trying to stay socially connected in later life has been informed by many different sources – statistical data including the 2011 census, the London Borough of Hackney demographic profile and research such as the English Longitudinal Study on Ageing.
- 8.3 Our understanding of the interrelated issues affecting older people has also been informed by older people and the expertise of our strategic partners including colleagues from health and social care, within the voluntary and public sectors.
- 8.4 We have produced the following documents as an updated evidence base for Connect Hackney and they are available as supporting documents to this tendering process. We strongly encourage all interested bidders to review the documents before completing their tender submission.
- 1) Connect Hackney: Profile of social isolation amongst older people in Hackney (Appendix 2: http://connecthackney.org.uk/resources/CH_Appendix_2.pdf)
 - 2) Connect Hackney: Community Conversations Report (Appendix 3: http://connecthackney.org.uk/resources/CH_Appendix_3.pdf)
 - 3) Connect Hackney Programme Model 2018-2021 (Appendix 4: http://connecthackney.org.uk/resources/CH_Appendix_4.pdf)
 - 4) Connect Hackney – What we learned in Phase 1 (Appendix 9: http://connecthackney.org.uk/resources/CH - What we learned 0718_UPDATE.pdf)

9. Connect Hackney Core Values

- 9.1 Connect Hackney is underpinned by the following set of values, which were developed by the Older People’s Reference Group and Connect Hackney staff team at the programme’s inception in 2015. We are planning to revisit these with stakeholders and our Older People’s Committee in 2018.
- 1. Upholding human rights:** *upholding older people’s parity of esteem, equal treatment and right to self-determination*
 - 2. Empowering older people to enable their leadership:** *enabling the participation of older people throughout the project including design, delivery, setting priorities, financial oversight, management and evaluation (co-production); providing high quality training and support for older people; creating accessible and adaptive consultation mechanisms; ensuring all publicity and media content is accessible for people with cognitive or sensory impairments and disabilities (including dementia), working towards a gold standard of older people’s participation*

3. **Collecting and deploying evidence to increase our understanding of social isolation, its causes and associated factors:** *gathering data from multiple sources to illuminate the concept of social isolation, delivering effective and wide ranging outreach mechanisms to engage socially isolated older people*
 4. **Equality of access:** *increasing the provision of accessible, adaptable, reliable and flexible services and interventions, increase weekend, evening and public holiday provision, providing low level practical assistance.*
 5. **Respecting diversity (including diversity of needs, interests, attitudes and capabilities):** *providing adaptable, flexible, tailored interventions, providing culturally appropriate services and interventions.*
 6. **Providing protection and care for older people while preserving their dignity.**
 7. **Ensuring freedom of (informed) choice and control.**
 8. **Honest and transparent partnership working (for all stakeholders):** *operating with clear terms of reference, clarity of decision-making procedures and the recognition and reconciliation of the diverse interests of stakeholders (including service users, carers and providers), maximizing community assets to serve the project.*
 9. **Setting and maintaining high standards of commissioned services:** *ensuring adherence to the Older People’s Reference Group’s Older People’s Dignity Code and the 2010 Equalities Act, ensuring the continuity and adaptability of services, quality assurance of providers, dissemination of best practice in delivery, staff and volunteer management and service user involvement in staff recruitment and development.*
- 10. Co-production and the role of Older People**
- 10.1 Central to the delivery of the Ageing Better programme is a commitment to working with older people to influence and steer the development of Connect Hackney and the funded programmes.
- This includes:
- identifying the priorities for addressing social isolation
 - planning how and where to address these priorities
 - helping to manage or deliver new or better services where appropriate
 - supporting the learning, evaluation and improvement of any approaches.
- 10.2 Connect Hackney has been committed to working in this way from the inception stages of the programme and older people are involved in programme governance, commissioning, evaluation, communications and more.

- 10.3 Our newly formed Older People's Committee is open to Hackney residents aged 50+, who are interested in improving the wellbeing of older people (who are, or are at risk of social isolation) by working with us to deliver the outcomes of the Connect Hackney programme.

11. Strategic Partners

- 11.1 The role of strategic partners is equally important, as one of the key aims of the Ageing Better programme is to inform future policy and practice, with the aspiration of achieving system and structural changes to the way that services are planned and designed, at a local and national level.
- 11.2 With this in mind, we are committed to working with strategic partners from all sectors to realise the ambitions of Connect Hackney and the Ageing Better programme. We are committed to sharing our learning about the impact of social isolation on older people, including our learning about what works and what has been challenging to deliver or has had limited impact. We will also work collaboratively with older people to influence and shape policy, which includes developing an appropriate legacy for Connect Hackney.
- 11.3 The Connect Hackney Strategic Partnership Board provides the mechanism to work with both older people and strategic partners; and this board provides strategic oversight to the programme to ensure that the programmes outcomes are being achieved. Representatives from the Older People's Committee (OPC) are on the partnership board and the OPC make recommendations to the board, who are responsible for making decisions on the strategic development of the programme.

12. Co-production Charter for Health and Social Care in City and Hackney

- 12.1 To ensure that we continue to work collaboratively with older people and strategic partners, we are committed to the principles outlined within the Co-production Charter for Health and Social Care in City and Hackney (Appendix 5: http://connecthackney.org.uk/resources/CH_Appendix_5.pdf). The charter defines co-production as 'designing, reshaping or delivering services in equal partnership with the people who use them in order to create better services and outcomes.'
- 12.2 The charter was developed by Healthwatch Hackney & Healthwatch City in partnership with local people and has also been endorsed by Hackney Council, City & Hackney CCG, City of London Corporation, Homerton Hospital, East London Foundation Trust, and others as part of Integrated Commissioning.

12.3 As part of this tendering process, we are asking bidders to consider how they will apply these principles to the delivery of their projects.

13. Evaluation, Evidence and Learning

13.1 Building an evidence base and sharing learning across projects and programme areas is a key feature of the Ageing Better programme and Connect Hackney is required to gather data to contribute to the national Ageing Better evaluation. We are also required to develop more in depth local learning and evidence to share across programme areas, with older people and with strategic partners.

13.2 The approach to learning applies to both things that work and those that have limited success, as there is also an opportunity to review and amend projects as they develop.

13.3 We have learned a lot during the first two and a half years of Connect Hackney and a report about this is available as Appendix 9
(<http://connecthackney.org.uk/resources/CH - What we learned 0718 UPDATE.pdf>)

13.4 In response to the need to focus on evidence and learning on social isolation, the following 15 questions have been developed to provide a focus for learning and evaluation across all aspects of Connect Hackney, including commissioned activities.

14. Connect Hackney – What are we trying to test and learn in relation to reducing social isolation for those aged 50+?

1. What interventions have had the most success in reducing isolation with the identified target group? What can we learn from these interventions, specifically?
2. What information, referral and access methods have been the most successful in engaging older people in sustained activities (6 – 12 months or more) aimed at reducing their social isolation and loneliness?
3. Has the use of print media, leaflets or mailings increased the level of older people's involvement in activities?
4. How successful has the Connect Hackney connector model been in engaging older people in sustained activities (6 – 12 months or more) aimed at reducing their social isolation and loneliness?

5. Can the use of technology help to reduce isolation? Has improved confidence in using IT contributed to a reduction in isolation and loneliness, enabling an individual to navigate services, keep in touch with family and friends, meet new people and find leisure and social activities that are of interest to them?
6. What barriers have needed to be addressed in order for older people to engage with the social and leisure activities available?
7. How effective have asset based community development approaches been in facilitating regular contact with older people at risk of social isolation and loneliness?
8. How confident are older people about ageing well in Hackney? What are the biggest concerns in relation to this?
9. What have we learnt about the contributions that older people make to the local community through volunteering or informal community involvement?
10. Has there been an increase in the level of older people's involvement in influencing the way services are designed and delivered for older people in the borough? What has been achieved?
11. Has there been an increase in the confidence and ability of Connect Hackney Ambassadors (led by Age UK East London), in influencing the way services are designed locally? What has that meant for the individuals involved?
12. Has partnership working (as a result of Connect Hackney) led to improved co-ordination or delivery of any services for those over 50, who are at risk of social isolation? How so?
13. Has evidence and learning from Connect Hackney influenced any of the transformation work streams within the City and Hackney integrated community care model and if so, what outcome/s have been achieved?
14. Does the programme have clear plans for its legacy? What is the likelihood of the legacy being achieved?
15. Has systems change been achieved, as a result of the Connect Hackney programme? If so, how?

Bidders are therefore asked to review the questions above, as successful bidders will be assisting with gathering evidence in response to question number 5 in particular (although other questions may also be relevant), through the delivery of their projects.

15. The Learning Network

15.1 We have also established a Learning Network for delivery partners commissioned through the Connect Hackney programme. The network meets quarterly and has the following aims:

- To share insight in relation to project and programme learning on social isolation and loneliness.
- To highlight successes and challenges in reducing/preventing isolation which can be further explored by the programme evaluator.
- To contextualise Common Measurement Framework and other data within a delivery perspective.
- To share best practice (including hosting talks by experts on ageing and isolation) in order that CH provision is informed by the latest research findings.
- To assist in the dissemination of learning to wider stakeholders including the Ageing Better programme and the integrated commissioning prevention workstream.

16. Equality and Diversity

16.1 Hackney CVS is committed to promoting equality and diversity in all aspects of its work and we expect all those that we work with to respect and abide by our policies in this regard.

16.2 We are committed to the principles of the Equality Act 2010 and the duty on public bodies to have due regard to the need to:

- Eliminate unlawful discrimination,
- Harassment and victimisation,
- Advance equality of opportunity,
- Foster good relations between different groups

16.3 Hackney CVS fully upholds the law pertaining to the 9 protected characteristics, which are:

Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation

- 16.4 We recognise that in our society groups and individuals are and continue to be oppressed, disadvantaged and discriminated against on the basis of race, ethnicity, gender, gender reassignment, marital or civil partnership status, pregnancy or parental status, class, sexuality, disability, age, religious beliefs, health or HIV status and spent criminal convictions.
- 16.5 In furtherance of the Equality Act we fully recognise our role and legal duty to tackle inequality and take seriously the importance of promoting equality, diversity and inclusion in all areas; including the employment of staff, delivery of services and influencing social local policy.
- 16.6 Bidders are required to submit their Equality policies with their tender submission.

17. Safeguarding

- 17.1 Connect Hackney is committed to safeguarding adults with care and support needs, children and young people; and bidders will need to provide information on their safeguarding practices as part of this tendering process.
- 17.2 Bidders will need to ensure that the following is in place:
- Safeguarding policy (needs to be submitted with this tender).
 - Robust recruitment and selection processes for staff and volunteers. This should include checking disclosure (DBS) and taking up references where necessary.
 - Disclosure and Barring Service (DBS) checks are in place for all appropriate staff and volunteers, before any work with adults with care and support needs takes place.
 - Staff and volunteers are aware of their Safeguarding responsibilities for both children and adults.
 - Risk assessments are carried out and additional insurances secured, if needed.

18. Communications and Marketing

- 18.1 Successful bidders will need to comply with the Connect Hackney and Big Lottery Fund branding guidelines. They will need to supply listings with accurate details of events and activities (if applicable) for Connect Hackney's quarterly magazine Hackney Senior. Organisations will also be expected to respond to proportionate requests for further information and photographs that can be used for promotional material to showcase Connect Hackney funded projects and provide evidence of our learning.

19. Data Sharing Protocol and GDPR

19.1 Please see Appendix 6 (http://connecthackney.org.uk/resources/CH_Appendix_6.pdf) for information on the data sharing protocol that successful bidders that will form part of our service level agreement with successful bidders. Please note that it is likely that the agreement will be amended in the next few months, to reflect the legislation on General Data Protection Regulation (GDPR) coming into effect later this year.

20. Evaluation and Learning

20.1 The successful bidders for this commissioning strand will be required to use the Common Measurement Framework (Appendix 7: http://connecthackney.org.uk/resources/CH_Appendix_7.pdf) to measure the outcomes achieved. The Common Measurement Framework (CMF) is the national outcomes measure that BLF Ageing Better programmes are required to use. The measurement framework is in the form of a questionnaire that needs to be completed at least twice during an individual's participation in a project. The CMF can be completed in person, via the telephone or by sending the questionnaire to participants to complete at home. If questionnaires are being sent to project participants by mail, the programme team will provide Freepost envelopes to be sent with the questionnaires, so that they can be returned at no cost to the participant.

20.2 As far as possible, the questionnaires should be completed independently by the project participants, although some support can be given, with reading out questions. The CMF questionnaires are also available in the following languages:

- Bengali
- Chinese
- Greek
- Turkish
- Polish
- Vietnamese
- Yiddish

20.3 Successful bidders will be required to attend a compulsory session on 'Gathering Sensitive Data' during the first quarter of project delivery.

- 20.4 Successful bidders will also be required to work with the programme team and an independent evaluator to share project outcomes and learning. This will be in the form of attendance at a quarterly network meeting and submission of demographic information via a quarterly monitoring return. The programme team may also ask for case studies, interviews and additional information as required, to support the evaluation of project outcomes.
- 20.5 The closing date for this tender is: **12pm on Friday 24th August 2018. Please be aware that late submissions will not be accepted.**
- 20.6 If you have any questions relating to this tender, please submit them in writing to Lola Akindoyin, Connect Hackney Programme Director by e-mail to lola@connecthackney.org.uk
- 20.7 Please return your completed application/submission and all supporting documentation to info@connecthackney.org.uk and we will acknowledge receipt of your application, within 3 working days.
- 20.8 Alternatively you can send a hard copy of your application, marked for the attention of Kim-Lien Ong to Hackney CVS, The Adiaha Antigha Centre, 24-30 Dalston Lane, London, E8 3AZ.

21. Additional Information

Supporting Document	Appendices
Introduction to the Big Lottery Fulfilling Lives: Ageing Better programme (detailed below in Section 22)	N/A
Connect Hackney Projects Phase 1 2016 - 2018	Appendix 1
Connect Hackney Profile on Social Isolation	Appendix 2
Connect Hackney Community Conversations Report	Appendix 3
Connect Hackney – reducing social isolation and loneliness in Hackney (2018-2021)	Appendix 4
City and Hackney Co-production Charter	Appendix 5
Data Sharing Protocol	Appendix 6
Common Measurement Framework Questionnaire	Appendix 7
Hackney CVS Code of Conduct	Appendix 8a and 8b
Connect Hackney – What we learned in Phase 1	Appendix 9

22. Fulfilling Lives, Ageing Better – Big Lottery Fund

- 22.1 Ageing Better is about reducing social isolation for older people to improve their well-being and give them confidence and support so that they can be more active within their neighbourhoods.
- 22.2 To do this, we believe older people need a strong voice in the decisions that affect them, and a genuine role in shaping the priorities of their local area. Wider still, we want ageing to be viewed positively as a real asset for communities. This means making sure that the approaches we fund will help to influence the debate on how society supports us all so that we lead more fulfilling lives by ageing better in the future.
- 22.3 For the first time Britain's over-65s now outnumber people under the age of 16 and a quarter of the population will be over 65 by 2032. By 2035, the number of people aged 85 or older is projected to increase by 250 per cent, reaching approximately 3.6 million and constituting 5 per cent of the population. This brings both opportunities and challenges. We all want to help current and future generations of older people to live the lives they want to lead as they grow older.
- 22.4 Older people have much to offer their communities, but more people are living alone today in England than at any other time, with older people much more likely to be vulnerable to social isolation than any other age group.
- 22.5 Social isolation and loneliness can profoundly damage the physical and mental health of those affected by it with far more serious consequences for older people. This then puts pressures and a cost on public services.
- 22.6 The goal is that, as older people become less socially isolated, they will be more active, healthier and happier for longer, with the wider public appreciating better the positive role that older people can play in their communities. In doing this, we aim to establish learning and evidence that will inform future policy and practice so that our funding delivers sustainable improvements to reducing social isolation amongst older people.

22.7 In order to achieve this, we will fund projects that can meet all five of our funding outcomes:

1. Older people are less isolated.
2. Older people are actively involved in their communities with their views and participation valued more highly.
3. Older people are more engaged in the design and delivery of services that help reduce their isolation.
4. Services that help to reduce isolation are better planned, co-ordinated and delivered.
5. Better evidence is available to influence the services that help reduce isolation for older people in the future.

23. SERVICE SPECIFICATION

- 23.1 We are seeking to commission projects that will improve the confidence of people aged 60 plus to engage with different types of digital technology. We are particularly interested in projects that will enable people to stay connected with others or that provide access to information and opportunities available on-line.
- 23.2 We recently conducted a survey with older people about their digital experience and lack of confidence and not knowing where to go for support was mentioned repeatedly, along with the need for a more supportive learning environment for a generation of people who have had little experience of technology in their lifetime or see the need for it.
- 23.3 Feedback from the survey also highlighted concerns that many respondents have about being left behind as so many things are now part of the digital world. There definitely appears to be an interest from older people (albeit reluctantly for some) to explore or improve how they engage with technology, but they wanted more opportunities to put what they were learning into practice in an environment where they did not feel out of place.
- 23.4 We also found that the majority of older people who responded to the survey did have access to a smartphone, tablet, laptop or computer but they recognised that they were probably not using these items to their full capacity. This was mainly due to people feeling unsure about the capability of the different items or they were unsure about what to do, if something goes wrong.

Connect Hackney – Invitation to tender for projects aimed at building the confidence of people aged 60 plus to engage with different types of digital technology.

- 23.5 Further evidence on supporting people in later life to get online is available in a recent report by the Centre for Ageing Better which makes a number of recommendations relating to new approaches for getting on line in later life <https://www.ageing-better.org.uk/sites/default/files/2018-06/The-digital-age.pdf>
- 23.6 Connect Hackney is looking for projects that offer different approaches to building the confidence of people aged 60+ as they interact and explore the broad range of digital technology available (i.e. smartphones, laptops through to assistive technology), taking into consideration that a different approach and non-traditional methods of delivery may be needed.
- 23.7 £100k is available for this strand of work, with each tender submission capped at £25k. The initial contract period is for 12 months but there is the potential for projects to be extended for a further 12 month period as we gather further learning and evidence on digital inclusion.
- 23.8 Successful projects will need to support individuals to participate in activities that also bring them into contact with others, with the aim of providing peer support and also improving knowledge of available technology and how it can be used to enhance wellbeing and social contact.
- 23.9 Each project will need to deliver the following targets:

Target Group	Year 1 Engagement Target	Year 1 Evaluation Target
People aged 60 plus	60	38

- 23.10 The projects must involve older people in the planning stages and on-going development of the project and we are encouraging bidders to support older people to think of creative ways that their needs can be met through the project.
- 23.11 We are particularly interested in receiving submissions from bidders, who have a track record of working with older people and are able to expand their existing services or create additional projects to complement existing delivery for those at risk of social isolation.
- 23.12 The points below outline some key points that we have summarised from a recent report by the Centre for Ageing Better on The digital age: new approaches to supporting people in later life to get online <https://www.ageing-better.org.uk/sites/default/files/2018-06/The-digital-age.pdf>

23.13 Things to consider:

- Personalise the service – make the content personally relevant rather than a fixed curriculum IT course.
- Slow down the pace – low-level cognitive impairment means it's important that participants can learn at their own pace.
- Using too many technical terms is off-putting and can be confusing. It's possible to use the internet without knowing what terms such as 'online' mean.
- Community settings which prioritise confidence and personal relevance work well.
- Encouragement from tutors is key to building confidence as is acknowledging progress (this is termed 'enactive mastery experience', in which learners have the opportunity to recognise and reflect on their success).
- Smartphones could be integrated into digital inclusion given many older people have smartphones but few use them to access the internet.
- Peer support models may be better at ensuring the digital skills learnt are based around interest and need rather than a sense that older people 'should' get online.
- Asset based, personalised support where people are worked 'with' not 'for' are best.
- Outreach can be done via people who are engaged and online reaching out to their communities.
- Providers must have good knowledge and understanding of the community to be most effective in their delivery.
- Delivering digital inclusion as part of a journey out of isolation means that the first step may not be putting a digital device into someone's hands, rather listening and providing other support first may be the most effective approach.
- Providing ongoing support means that people can maintain their skills and keep using their different devices rather than stopping when they encounter technical problems.