**Equality, Diversity, and Inclusion consultancy brief**

**About Us**

Gaddum is probably Manchester’s oldest health and social welfare charity. It is an independent voluntary sector organisation established in 1833 providing listening, advising and support services to adults, Children & Young People, and financial grants from charitable trust funds to local people in need in Manchester, Salford, Stockport, and Rochdale. Our vision is to empower and enhance the lives of people in Greater Manchester.

Gaddum delivers services in: -

* Advocacy
* Carers Support
* Therapy Services

We have an Equality & Diversity Policy, which was developed seven years ago and has subsequently been reviewed twice. Its purpose is to promote fair and equal treatment for all employees, volunteers (including trustees), trainees, students, apprentices, job applicants, service users, suppliers, contractors, and visitors, irrespective of any protected characteristics.

However, in response to both internal and external drivers, relating to Equality, Diversity, and Inclusion, Gaddum would like to undertake a whole system review of its current approach to EDI, to help develop its future direction. This would not only ensure compliance with legislation but would also reflect and inform current thinking in embedding EDI in all aspect of our work and culture.

**Our requirements**

Gaddum is looking to appoint an EDI consultant or agency to benchmark and audit its current EDI practice in relation to its workforce, volunteers, external stakeholders, and the communities in which we deliver services.

***The brief: -***

* To review, audit and benchmark the current EDI practice of Gaddum, including but not limited to:
  + Trustee Board
  + Senior Leadership Team
  + Workforce
  + Volunteers
  + Stakeholders
  + Our communities
  + Contracts
  + Polices and processes
* To review and audit Gaddum’s internal organisational policies, processes, and structures
* To develop an EDI programme which:
  + Is proportionate to the delivery of Gaddum as a smaller organisation.
  + that supports Gaddum’s ambitions to be an exemplar employer.
  + Adds value to Gaddum and as an anchor organisation in the health and welfare space in Greater Manchester
* The work must be relevant, in terms of staffing and services delivered and work needs to be timely.
* Proposed parameters might include some, or all the following: -
  + Greater Manchester Independent Inequalities Commission – Model of Interacting Inequalities
  + Commissioned Contract Compliance
  + PHE recommendations 2020 – disproportionate impact of Covid
  + Association of Charitable Foundations – Diversity, Equity & Inclusion
  + Core20plus5 – NHS Framework
* A suggested focus on the following: -
  + Leadership
  + Culture and behaviours
  + Wellbeing
  + Communication & connection
  + Recruitment and retention
  + Training & development programmes

***Requirements: -***

* Gaddum requires an EDI audit that identifies where compliance with our statutory contracts, Greater Manchester Independent Inequalities recommendations, relevant national legislation, are being met, where the gaps are and recommendations for current good practice, EDI for charities
* An appraisal of the cultural competency of staff, trustees, and volunteers at Gaddum
* An EDI programme which is proportionate to the delivery of Gaddum as a smaller organisation and meets the needs of all stakeholders.
* Advice on future structures for a robust EDI Function, if required
* Outline recommendations for the potential for implementation, review and improvement planning of an EDI Framework for Gaddum

***Process & Timing***

Gaddum is looking for submissions of an initial outline approach to the brief with examples of similar projects and potential costings. We operate a best value approach to procurement, being conscious of the requirements for compliance, whilst safeguarding our charitable funds.

We will then shortlist and invite preferred candidates for more detailed presentations and pricing to members of EDI Task & Finish Group, prior to selection.

Gaddum is looking at an initial timescale from appointment to completion of 3 months.

**Deadline for submission of initial brief**

12 noon Monday 1st August 2022

**To:** Lynne Stafford, Chief Executive, Gaddum [lynne.stafford@gaddum.org.uk](mailto:lynne.stafford@gaddum.org.uk)

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