



# **Waterford City Council**

## **Social Inclusion Unit**

### **Invitation to Tender**

Development of an Integration Strategy for  
Waterford City

10<sup>th</sup> February 2011

## **National Context**

Since the late 1990's, the demographic profile of Ireland has changed dramatically which is evidenced by increasing numbers of minority groups who have brought more cultural, ethnic and religious diversity to the country. Promoting economic, social, cultural and political inclusion in Ireland is challenging to both the majority population and to the minority groups. One of the measures undertaken by Government, in recognition of this changes this has brought about, was the development of the National Action Plan Against Racism (NPAR) 2005-2008.

In 2005, the Government launched the National Action Plan Against Racism (2005-2008) (NPAR), a four year programme designed to provide strategic direction towards developing a more intercultural inclusive society in Ireland. This began the process whereby local authorities developed anti-racism and diversity plans/ integration strategies.

The Programme for Government 2007-2012 contains a commitment to effective integration and sets out a number of actions including the development of a national integration policy and the appointment of a Minister of State to implement the policy. The Office of the Minister for Integration was set up immediately to put the Programme commitments into practice.

The Irish Government also indicated its ongoing and long-term commitment towards the integration process through the launch of the National Development Plan 2007-2013 in 2007, with an indication that some €36m would be invested across government departments over the lifetime of the Plan to support the integration of immigrants in Ireland. The National Development Plan and also the National Report for Ireland on Strategies for Social Protection and Social Inclusion 2008-2010 (NSSPI) recognise integration as "one of the most important challenges being faced by Irish society".

In May 2008, the Office of the Minister for Integration published Migration Nation, the Government Statement on Integration Strategy and Diversity Management, which develops a broader approach to integration strategy and diversity management, based on the above Programme. This is a Ministerial statement on the future direction of integration policy in Ireland.

National strategies have been developed in the following areas:

- Action Strategy to Support Integrated Workplaces
- HSE National Intercultural Health Strategy
- Intercultural Education Strategy
- Garda (Police) Diversity Strategy and Implementation Plan 2009 - 2012
- Strategy for Cultural Diversity and the Arts.

## **Waterford City Development Board**

Waterford City Development Board (CDB) was established in March 2000 and given responsibility for preparing a ten year Strategy for the Economic, Social & Cultural Development from 2002 to 2012. One of the Goals within this Strategy is 'To have a socially inclusive Waterford where all people are treated equally'. Under this goal, there are a number of related Objectives:

- To develop an integrated and co-ordinated approach by state agencies, development agencies, community and voluntary sector to address the needs of specific target groups
  - Support the integration of refugees/ asylum seekers into society
  - Develop an integrated and co-ordinated approach to address the needs of Travellers in a holistic manner
  - Develop Waterford as a city where disabled people can fulfil independent lives
  - Support the development and establishment of fora for target groups building on existing where appropriate

- Promote the integration of target groups into society and the workplace
- To promote the equality agenda
  - Support communities covered under equality legislation to access their rights

The need for a strategic direction to integration work in the City was identified by the Social Inclusion Measures Sub Committee of the Waterford CDB as the method to fulfil these objectives contained in the Strategy.

### **Invitation to Tender**

Tenders are invited from suitably qualified and experienced persons / organisations to develop an Integration Strategy for Waterford City. The Integration Strategy will be developed for the full City of Waterford and will include specific issues and suggested actions relevant at neighbourhood level. Waterford City is divided into seven distinct neighbourhoods and data on these neighbourhoods including socio economic data will be provided by the Social Inclusion Unit.

The Strategy is intended to assist Waterford City Council, key public service providers and local development agencies and the community and voluntary sector to ensure that their policies and practices are inclusive of the whole community that they serve, including people from new and existing ethnic and cultural minorities.

The development of the Integration Strategy should reflect national policy in this area. The Integration Strategy should be developed in the context of the intercultural framework that underpins the National Plan. This framework is based on five elements:

- **Participation** Full participation in Irish society.
- **Recognition:** Recognition and awareness of diversity.
- **Provision** Accommodating diversity in service provision.
- **Inclusion** Economic inclusion and equality of opportunity.
- **Protection** Effective protection and redress against racism.

### **Brief**

Overall the Integration Strategy should document the issues experienced by minority groups which affect their ability to fully participate in society at local level, and identify a strategic approach to tackling the causes of these problems in the City.

In developing this strategy, the successful tenderer will be required to provide:

- An outline of the national policy position on anti racism and the value of a diverse society.
- A description of the diversity of communities living in Waterford City (cultures, ethnicity, language and religion). Data from Census 2006 will be provided by the Social Inclusion Unit. Additional information gathered during the consultation process can be used to supplement this description.
- A brief assessment of integration measures currently employed by public sector agencies and other stakeholders including the local development sector in promoting integration. Identify examples of good practice and provide guidance on how this can be sustained.
- A detailed description of the issues and barriers to integration members of minority communities are faced with.
- Identification of groups most at risk of not fully integrating into local communities/ society.
- Identification of key issues and challenges identified by local service providers in working towards integration of all minority groups in the City.

- A plan of action for addressing the challenges to integration in a strategic way should be developed (to be guided by the five elements on which the framework of the national plan is based i.e. Participation, Recognition, Provision, Inclusion and Protection).
- The plan should set out to:
  - Increase the integration of minority groups into society in Waterford City.
  - Create an ethos of acceptance and accommodation of different cultures within Waterford City.
  - Support and promote the emergence of a socially inclusive society within Waterford City of race, religion, culture, ethnic group, political view etc.
- Identification of key agencies and organisations to be involved in implementing the plan, seeking agreement from each body to deliver particular actions.

The plan should be presented in a user friendly format listing specific actions/outputs, performance indicators and expected outcomes over a five year period (2012 to 2016). Both the lead and support agencies responsible for the actions should be named for monitoring and reporting purposes. The plan should reflect different areas where integration work may be necessary, such as health care, childcare, education, employment, housing and policing. However, it should not to duplicate areas of work where policies and activities are already in place.

Specific attention should be paid to racism directed at the Traveller Community. The researcher will be expected to liaise with the Traveller Interagency Group for Waterford City and cross reference specified actions with the TIG plan for the City.

Special efforts should be made to engage with people from 'hard to reach' minority communities, for example, migrants workers who are not linked in to any community or representative organisations in Waterford City, people with poor English language skills, and people isolated in the home. Mount Sion ISU and the Waterford City Council Library Services will liaise with the researcher to assist in identifying these communities.

The plan should list specific actions aimed at bringing about positive change for the situation of minority groups in Waterford City. Particular attention to certain groups would be appropriate, such as the *Economic Migrants; Black Irish; Refugees; Asylum Seekers; Gay & Lesbian; Minority Religious Faith; Disability; Traveller Community; Irish Language Speakers*. Actions targeting the wider community, the workplace and young people would be deemed appropriate.

## **Methodology**

The successful tender will be required to outline an appropriate methodology which will demonstrate a facilitation process which is both generative and participatory. Primary data should be collected across the City from communities resident in each of the seven neighbourhoods.

The researcher will be supported in setting up the consultation meetings by the Inter Agency Steering Committee. Secondary data may be sourced from various pieces of research carried out locally and nationally (local research will be made available through the Interagency steering group).

All relevant CSO Census 2006 statistics will be made available by the Social Inclusion Unit of Waterford City Council.

## **Support Structure**

The researcher will be supported by an interagency steering committee that will be drawn from the City Development Board structure, comprising Waterford City Council, Mount Sion

Integration Support Unit, Waterford Area Partnership and Waterford City Childcare Committee.

The researcher will use the Social Inclusion Unit as a point of contact.

### **Monitoring**

The researcher will be required to provide regular updates to the Social Inclusion Unit on the progress of the project. The researcher will also be required to attend meetings of the steering committee as requested.

Presentation of preliminary findings, draft report and final report to the steering committee will be required. Presentation of final report to the Social Inclusion Measures Sub Committee will also be required.

### **Timeframe**

The full Integration Strategy should be completed within 6 months of appointment. A draft Integration Strategy should be submitted within 5 months for consideration.

### **Budget**

Total costs including VAT and expenses are not to exceed €5,000.

Costs involved in organising consultation sessions should be included in the overall budget. Booking and payment of venues and associated expenses for consultations are to be managed by the consultant.

### **Copyright and Ownership**

The consultant will be required to assign copyright of the report to Waterford City Council. Full ownership of the final plan will belong to Waterford City Council.

### **Freedom of Information**

Waterford City Council operates under the Freedom of Information Act 1997 and all information held by Waterford City Council (including proposals submitted in response to this brief) may be subject to requests under the Act.

### **Insurance**

The successful consultant will be required to submit evidence of relevant professional indemnity and insurance details.

### **Timetable**

- The closing date for receiving proposals is **5pm, Friday 4<sup>th</sup> March 2011**. Tenders should be submitted in both hard and soft copy.
- It is important that key milestones for completion of this project are clearly outlined.
- Organisations and groups submitting tenders may be required to attend for interview.

### **Lodging a Tender**

- Consultants responding to this brief are required to nominate a lead person from their organisation as a point of contact.
- Consultants are required to provide details of all key staff and experience in the provision of these services.

- Late proposals will not be considered.
- All supporting material and documentation should be included in the response.
- All costs associated with the consultant's response to the Request for Tenders will be the responsibility of the consultant.

### **Tender Acceptance**

- Waterford City Council is not bound to accept the lowest or any tender and will award the contract to its best advantage.
- All unsuccessful tenders will also be advised of the result.

### **Tender Evaluation Process**

Initially the tender proposals will be checked for compliance with the Request for Tender conditions. Waterford City may shortlist tenders for interview on the basis of the written tenders before making a final decision on tender selection.

### **Format to Submit the Tender**

Tenders should include the following information:

- Name and contact details of individual/organisation submitting the tender.
- Identification of person carrying overall responsibility for the work.
- Confirmation of acceptance by the tenderer of the conditions of tender described in the proposal.
- Qualifications and experience of person(s) tendering.
- Details of similar work undertaken.
- Demonstrate an understanding of the brief.
- Outline of proposed methodology.
- Outline plan for consultation process, stating target groups and methodology.
- Timeframe and availability.
- Itemised costing including VAT and expenses.
- Confirmation that a valid Tax Clearance Certificate is held by the tenderer.
- In the case of non-residents you must supply a statement from the Revenue Commissioners confirming suitability on tax grounds.
- Names and contact details of two referees.
- Include any further information which the tenderer deems relevant.

Queries should be submitted in writing or by e-mail only, not later than **4 pm, Friday 25<sup>th</sup> February 2011**, and addressed to:-

Lisa Grant, Waterford City Council, City Hall, The Mall, Waterford or [lgrant@waterfordcity.ie](mailto:lgrant@waterfordcity.ie).

Four copies (one unbound for photocopying) of completed tenders should be placed in a sealed envelope clearly marked "*Application to Tender, Waterford City Integration Strategy*" and sent to:

Lisa Grant  
 Waterford City Council  
 City Hall  
 The Mall  
 Waterford  
 Email: [lgrant@waterfordcity.ie](mailto:lgrant@waterfordcity.ie)