SAVVI Information Governance Expertise and Support

Requirements

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| **Overview** | Tameside Council is looking to appoint Information Governance Expertise and Support, to support the third phase of its government funded SAVVI project. See [www.savviuk.org](http://www.savviuk.org)  The project is developing data standards and common processes to find and support vulnerable people and households. |  |
| **Background** | Central Government (DLUHC) has funded the SAVVI project to develop data standards and common processes in which local authorities can find and support vulnerable people and households.You can see a 16 minute video which gives background to SAVVI and what we are doing in the next phase, at <https://vimeo.com/686241278> , and we have an SAVVI Information Governance framework at <https://docs.google.com/document/d/1kBKVZLSjxd7lagutFDX6vv0wxhaYEcSswrhJIiESK5E/edit?usp=sharing> We have already established a group of IG professionals from a number of Local Authorities, who regularly come together to help us to understand the challenges and opportunities for data reuse when tackling vulnerability.DLUHC have now funded SAVVI for a further phase, in which we will work with partner projects, to implement SAVVI for a range of vulnerabilities, and to build engagement platforms where local authorities can share their IG treatments and their progress in tackling vulnerability. |  |
| **Timeline, Capacity and Budget** | We need support as soon as practical, and starting from June 2022 at the latest, through to 31st December 2022.We would like you to provide a daily-rate at which we will call-off at least 20 days, but this could rise to as much as 40 days.Our maximum budget for this procurement is capped at £24,999If we select you from your expression of interest, we will then ask you to provide a daily rate and the maximum number of days that you can provide within our cap. |  |
|  | We need you to work with our partner projects to:          * take them through the SAVVI IG Framework
* contribute to case studies

 and to work with the SAVVI Core Team to* support the delivery of SAVVI Information Governance Group meetings
* feedback on how the SAVVI IG Framework can be improved
* capture a ‘landscape’ of established IG treatments for certain vulnerabilities
* assist in making propositions for data sharing including via the Digital Economy Act
* Contribute to the design of the SAVVI Engagement Platforms
* take part in online SAVVI show-and-tell events
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| **How we will work together** | There is no expectation of any face-2-face working; we will run the project over popular video conferencing facilities such as TEAMs, Zoom, Meet etcWe will allocate up to 2 days of the engagement, for the SAVVI core team to train you to understand the SAVVI IG Framework and incorporate your initial proposals for improvements.The SAVVI core team will create a series of ‘Product Descriptions’ to define each activity and quality statements.You will join our bi-weekly stand-ups. |  |
| **Expression of Interest** | Please provide * About your organisation
	+ you will be asked to provide information on the procurement portal

* Value
	+ evidence of your Information Governance Knowledge & Skills -

 … up to 500 words* an example of a Data Protection Impact Assessment that you have led (redacted if necessary)
* at least one reference who we may contact

* Fit
	+ relevant experience of working with the public sector, or health sector - up to 500 words
	+ an explanation of:
		- how the SAVVI project fits with your mission
		- your views on the opportunities and challenges that we may face as we deploy it with councils

… up to 1000 words |  |
| **Who will you be working with?** | **The SAVVI Core Team includes**

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| Phil Swan | Greater Manchester Combined Authority | Project Sponsor - Champion, Governance, Policy, Business Case |
| Shelley Heckman | Tameside Council | Project Manager - Directing, Financial Control, Delivery Assurance, Relationship Management, Benefits Realisation |
| Michelle Kern and her team | Tameside Council | Project Support - Project Management, Events Management, Stakeholder Engagement, Site Maintenance, Client Monitoring |
| Paul Davidson  | Sedgemoor District Council | Product Owner - Requirements Development and Prioritisation, Acceptance, Solution Architecture, Standards Assessment, Journey Mapping, Process Mapping, Data Flows |
| Sarah Deignan | Department of Levelling Up Housing and  Communities (DLUHC) | Local Digital Unit Client Monitoring |

**Partner Projects for SAVVI Phase 3*** Greater Manchester Combined Authority - implementing a Data Mesh
* MoJ led BOLD Project - Better Outcomes from Linked Data
* Wigan Council - welfare, and domestic violence

**Appointments**We are appointing further capacity as follows ...

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| SAVVI Coach | Project Management and Facilitation to support our partner projects. |
| SAVVI Information Governance Expertise | **This contract** |
| SAVVI Data Standards Development | Expertise to develop data standards and interoperability. |

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