



CONSULTANCY BRIEF

Role:	Evaluation Consultant
Reporting to:	Community Resilience Programme Manager, KCSC
Contracted days:	Maximum – 10 days
Contracted payment:	£5,000 (inclusive of VAT)

Background and Context

Kensington & Chelsea Social Council (KCSC) is the borough's Council for Voluntary Services (CVS). We work to build powerful, engaged communities by strengthening and championing our local voluntary and community sector organisations and the people they serve.

Our Community Resilience Support Programme (CRSP) began in 2023. It has aimed to explore ways to address the root causes of financial insecurity in our communities. This has involved developing a network of 6 local community food providers and supporting them to embed more sustainable, interconnected and recovery-focussed approaches in their food poverty work. The main focus has been increasing and improving delivery of advice, cash-first and wraparound support within community food services, to meet the wider needs of people accessing emergency food aid.

The CRSP's "Food and Advice Network" is united around the following principles:

- **Anti-poverty:** No one in Kensington and Chelsea should need a food bank to survive.
- **Dignity:** Integrating dignity into crisis provision is a must-have, not a nice-to-have.
- **Safety:** Guests, volunteers and staff deserve safe, effective services and environments.
- **Collaboration:** Addressing the root causes of food poverty requires collective action.
- **Evidence-based practice:** Robust action plans require the best available evidence.

The CRSP concludes in April 2025. One crucial need is to understand and demonstrate the collective impact of our work and the "distance travelled" from the programme start to end date. We are seeking support with this because there has been a reduction in the programme's personnel, leaving us with limited capacity to manage programme delivery alongside an in-depth evaluation piece. The programme's monitoring and evaluation has faced additional challenges including staffing changes, changes to the contract management, lack of capacity and/or resourcing among the network partners, and differing approaches to data collection and presentation.

Main purpose of this role

The consultant will conduct and present an evaluation of the success of the CRSP:

- Mapping and analysing existing monitoring and evaluation data for the programme stored by KCSC
- Seeking and analysing quantitative and qualitative data from the Food and Advice Network member organisations and their community food service users

This work will enable KCSC and the Food and Advice Network members to demonstrate the impact of their work to current and future funders. We hope it will identify which activities have been most effective in addressing the root causes of people's financial insecurity, so that we can shape future programmes and use our organisational position as an influencer to support the design of statutory and VCS services that aim to end food poverty in Kensington and Chelsea.

Outputs

- Become familiar with the CRSP workplan
- Map and analyse existing data stored in KCSC's systems
- Design an interview and investigation process to carry out with the Food and Advice Network member organisations and their service users
- Arrange and conduct interviews and surveys, including ongoing engagement where necessary to ensure sufficient data is collected
- Analyse findings
- Produce report of findings, including case studies and recommendations

What you will bring to the role

- Stakeholder engagement skills
- Effective research skills including immersion, data collection and analysis
- Knowledge of the voluntary and community sector. Ideally, understanding of community food systems and good practice in community food provision
- Report writing skills

Essential requirements for the role

- Previous stakeholder engagement experience
- Conducting evaluations and assessments experience
- Evidence of previous evaluation reports produced

Application Process

Please send your proposal on not more than 4 sides of A4 detailing:

- Your approach and methodology for the work within the required timescale.
- Your relevant experience, skills, knowledge, and relevant assignments
- The costings for the work

To Lucy Hughes, Community Resilience Programme Manager at lucy@kcsc.org.uk

Deadline for applications: 9am, 17 March 2025
Report complete by: 25 April 2025

