



Community Vaccine Champions (CVC) Update
Health and Wellbeing Board


7th October 2022

CVC Programme Phase 2 plans and progress to date

Becky Pollard/Martin White - Public Health Consultants

Kausar Bibi - CVC Programme Manager



Workstream Name and Objective			Report Date:	RAG	Change from last report
Community Vaccine Champions (CVC)			01/09/2022		
Workstream Lead:	Kausar Bibi	PMO Lead:	Kausar Bibi	Report Author:	Kausar Bibi

Progress Summary Narrative

The CVC programme Phase 2 Go live date was 1st August 2022. The programme is currently implementing its Phase 2 (extension of the programme). Contracts and KPIs have been agreed with partners for delivery and practicalities are being finalised with specific timelines. The RBC internal governance process has been approved. DLUHC has formally approved the extension and new reporting process. Project underspend from Phase 1 has been reallocated to cover costs for Phase 2. The RBC objective is to successfully close the programme at the end of October including all expenditure with only exceptional deliverables being carried over to the end of the fiscal year to 31st March 2022. The programme closure will produce an evaluation including case studies for the major programme workstreams. As part of concluding and evaluating Phase 1, the end of contract monitoring form and process were implemented - reporting forms from some VCS organisations have been received.

Project Name	Key Deliverables	Due Date	Activity Completed This Period	Activity Planned Next Period	Lead Officer	RAG
Programme Management	Programme Resourcing	31/09/22	Implementation of Phase 2 resource underway - renewal of contracts/roles and costs for team deliverables	Delivery Plan and resource management planning implemented for the extension period	KB	
Programme Management	Programme Governance	31/09/22	Programme governance and structure document produced is being implemented for the Phase 2 period	Project leads to update governance document weekly	KB	
Programme Management	Monitoring & Reporting Process	31/09/22	Meeting with DLUHC confirmed the new monitoring data reporting process taking place in Oct, Jan and April. New reporting process confirmed. Phase 1 reporting submitted to DLUHC. The Phase 2 reporting will capture outcomes of extension, including expenditure and data agreed in the Phase 2 delivery plan.	VCS providers to complete end of phase 1 evaluation form and submit to RBC. End of programme evaluation and workstream case studies will be completed by mid-November	KB	

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Programme Management	Project Workstreams Governance	31/09/22	Project leads concluded phase 1, VCS organisations contract delivery being evaluated. Completion of project plans commenced for phase 2, to reflect agreed deliverables and timeline. A new RAID log created for Phase 2.	Complete on evaluation of phase 1. Commence completion of project plan and raid log.	KB/ Project Leads	
Programme Management	Communications - VCS	31/09/22	Ongoing comms to VCS via ongoing communication via VIN, RVA mailing lists and wider VCS networks	Comms via VIN and Steering Group continues	KB / BP	
Programme Management	Communications - Internal/Other	31/09/22	Ongoing internal and external updates and reporting with established groups and boards Communications workshop on 26th Sept.	Ongoing attendance at fortnightly and monthly groups/board meetings to provide updates on CVC Programme	KB/ BP	
Programme Management	Finance	31/09/22	Budget planning for phase 2 completed. Completion on spend for phase 1 currently underway, will be concluded in early September, and report submitted to DLUHC. Allocation of fund for the relevant workstreams have been completed.	Complete on expenditure and spend on phase 1. Submit financial expenditure to DLUHC.	KB / ZC / EC /BP	

Workstream Name and Objective		Report Date:	RAG	Change from last report	
Community Vaccine Champions (CVC)		01/09/22		↔	
Key Issues Description	Action	Due Date	Lead Officer	RAG	
Ongoing challenges with accessing data from national portal	Treat: Working with the Informatics team to submit relevant documents to reactivate access. KB has raised this issue with BP	01/09/22	JS/KM		
Key Risks Description	Action	Due Date	Lead Officer	RAG	
Delay in completing approval process within RBC may impact timeline for go live date for phase 2	Reduce: Working with relevant individuals to expedite the process for signing off on documents for approval.	01/09/22	KB		
Oxford Health may not be available to support Phase 2 of the programme	Reduce: Exploring other vaccination support options I.e St Johns Ambulance & pharmacies Berks West Autumn Vaccination Plan has been drafted and discussion underway through the BW Vaccine Action Group to ensure support for vaccinators to the Outreach/pop ups	08/09/22	BP		
Enough funding allocated for phase 2 of the programme	Treat: Mitigating through the underspend that is being allocated to projected cost for phase 2. Also, to include a contingency fund for other unforeseen expenditure.	01/09/22	KB		
Key performance indicators / measures	Update	Due Date	Lead Officer	RAG	
10% increase in vaccination rates across Reading (specifically decreasing % of unvaccinated population and increasing booster uptake rates)	Due to issue with population movement, focus to be on actual vaccination and on qualitative data.	31/07/22	JS		
32 CVC's recruited	32 Champions recruited	01/09/22	RM		
30 Pop-up Vaccination opportunities delivered	33 Pop-up vaccination delivered	01/09/22	NC		
250 individuals transported to vaccination sites	n/a	31/07/22	NC		
7 Community Grants provided	10 Community Grants awarded	31/07/22	SH		
3 priority groups identified and engaged (to co-produce communications with Champions for targeted community)	n/a	31/07/22	AM / RM		

CVC Project Updates

Workstreams



Programme Updates - Project Leads

Data
Analytics/surveillance

Behavioural Insights
and Comms

Community
Champions Network

Training

Community Grant
Fund

Outreach – Pop Up
Sites and Transport



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Data Analytics/Surveillance

- Ongoing developments to KPI dashboards
- Working with NHS (CCG and ICS) to understand differences in registered patients and estimated population and include in dashboard reported to steering group
- Collaborative work for detailed analysis on targeted areas and supporting leads and partners to use local vaccination data



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Behavioural Insights and Comms

Micro-level insight, understand the motivations and complexities of unvaccinated residents.

- Partnership working with RVA supporting pop-up vaccine clinics, eg Reading Buses advertising and adbikes - including route map work using local insight to target areas of high footfall and identifying the appropriate communication channels to complement community led events.
- Engaging with local community groups and other local authorities
- Amplify community communications across RBC channels; endorsing and increasing reach.
- Next steps
 - Focus group
 - Targeted digital and bus advertising
 - Print collateral - Champions and or residents



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Community Champions Network

Phase 2

- Expanding the current pool of champions
- Recruiting new champions-Hongkong residents, Afghani/Ukrain refugees and homeless group, young pupils

CVC Activities planned Sep-Oct

- Ongoing Champions network meetings
- Training offer
- Introduce more health Information sessions
- link champions to participate/support community events
- Develop online toolkit for champions
- Exploring opportunities to work with Pharmacies
- Continue to use log-book to record conversations
- Build in evaluation



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Training

Progress Update

- August training has been opened up to other frontline organization not specifically on the project but likely to support our efforts such as housing/launchpad.
- Session booked September - October - promotional flyer to be circulated widely:
 - Thursday 8th September 10am-12.30pm – Face to Face (ACRE Oxford Road, RG30 1AF)
 - Wednesday 21st September, 6pm-8.30pm, Online
 - Tuesday 4th October 6 – 8.30pm, Online
 - Wednesday 19th October 10 – 12.30pm – Face to Face @ ACRE
- Recruited support from two new Making Every Contact Count training facilitators via BOB Integrated Care Partnership. Will be used on an ad hoc basis.
- Exploring a large conference in mid-October - led by ACRE.

Table 1: Core Training outputs so far

	Mode of delivery	Champions Booked	Attended
5 th May, 10 – noon	Online	6	5
23 rd May, 10 – 12.30pm	Face to face	9	6
31 st May	Face to face	11	9
28 th June, 3.30 - 6pm	Online	TBC	7
14 th July	Online	6	7
2 nd August	Online (Grant Organisations)	6	6

Table 2: summary of Safeguarding and Lone working training

Training	Numbers	Completion rate
Lone working	10	36%
Safeguarding	12	43%

Forward view

- Certificates for attendees
- Q&A with GP on 7th September



Community Grant Fund

7 partners for Phase 2:

Working with RVA's inclusion worker to support the small grant partners

- 1 event was run on 21st August
- 1 event coming up on 10th September - GRNCA Football Tournament, Solutions 4 Health also attending
- Upcoming events from other partners - offering support with promotion and practicalities
- Phase 1 partners, PACT, WCDA and Autism Berks have extended their activities
- Weller has set up additional parent sessions which are including info on immunisations

Built on lessons learned from phase 1 to streamline communications to VCS organisations



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Outreach and Pop-up sites/Transport

- RVA planning engagement events and working closely with small grant partners and ACRE to set up pop up events at community level - in progress
- Partnership Fund (RVA)
- Engagement with low uptake groups progressing well, i.e. homeless people
- RVA working on delivering 4 main events with additional pop-up clinics at various community locations - depending on the capacity of available vaccinators
- Planning events (still in progress):
 - Kennet Island on 15th October
 - Coley Park Community Association - during week of 24-28 October (TBC)
- Mini-health checks on offer
- Opportunity to utilise available spaces at Leisure Centres - connecting with GLL leisure provider
- **Risk:** Reduced level of support for Phase 2 vaccination clinics from Oxford Health. Need to explore other options to support vaccination clinics.



Programme Evaluation Proposal

This proposal presents an overview to the CVC Steering Group the proposed approach to evaluating the Reading CVC programme.

Purpose: The purpose of the proposed evaluation is to capture and celebrate the success and outcomes of the Reading CVC programme, acknowledge and learn from challenges, and capture insights unique to Reading. The evaluation will be utilised to report to and inform key stakeholders, including:

- Department for Local Levelling Up, Housing and Communities (DLUHC)
 - Reading Borough Council Social Inclusion Board (SIB)
 - Reading Voluntary Intelligence Network (VIN)
 - Health and Wellbeing Board (HWBB)
 - Berkshire West Vaccine Action Group
 - Reading Primary Care Networks (PCNs)
 - Reading Borough Council Lead Members

Aim: To undertake a comprehensive evaluation of the Department for Levelling Up, Housing and Communities funded Community Vaccine Champions (CVC) programme for Reading against national and local programme aims



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Programme Evaluation Proposal

Objectives:

- To evaluate the delivery and outcomes of the six key workstreams, and the overall programme management of the CVC programme through qualitative and quantitative methods, presented in a Public Health case study format
- Capture insights and lessons learnt unique to Reading to inform delivery of future programmes and practice.
 - Produce a succinct and accessible evaluation report to communicate the outcomes, successes, and challenges to the DLUHC, key stakeholders and communities

Approach:

- The evaluation will take a Public Health Case Study approach, providing a narrative for each workstream, to include the story, challenges, actions, and outcomes informed by qualitative and quantitative methods.
- The proposal is that each of the project leads undertakes evaluation of their workstream and produces a case study with support of the evaluation group, to feed into the overall evaluation report

Who's Involved:

- Evaluation Group - *Becky Pollard, Kausar Bibi, Yasmine Illsley, Katie Badger*
- Project Leads - *Yasmine Illsley, Nina Crispin, Sarah Hunneman, Jon Sclare, Rojina Manandhar, Amanda McDonnell*
- CVC Steering Group members
 - Health and CVS partners

Timeframe:

- Evaluation to be completed by December 2022 for dissemination.



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Finance Update



Finance Update

Programme Management

- Budget review completed and underspend determined
- Underspend of 223k reallocated to fund phase 2 activities - approval received from DLUHC and RBC approval process signed off
- Contingency fund for phase 2 included to mitigate and support changes to budget

Providers

- Second round of small grants funding completed. Funding allocated to 3 new VCS providers
- Providers have submitted their cost for phase 2 activities. Funds have been allocated accordingly to Phase 2 Delivery Plan
- Confirmation received from VCS providers with underspend that there will be no double funding and clarity provided on how underspend will be spent on separate activities from the funding for activities received for phase 2 up until end of October 2022



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